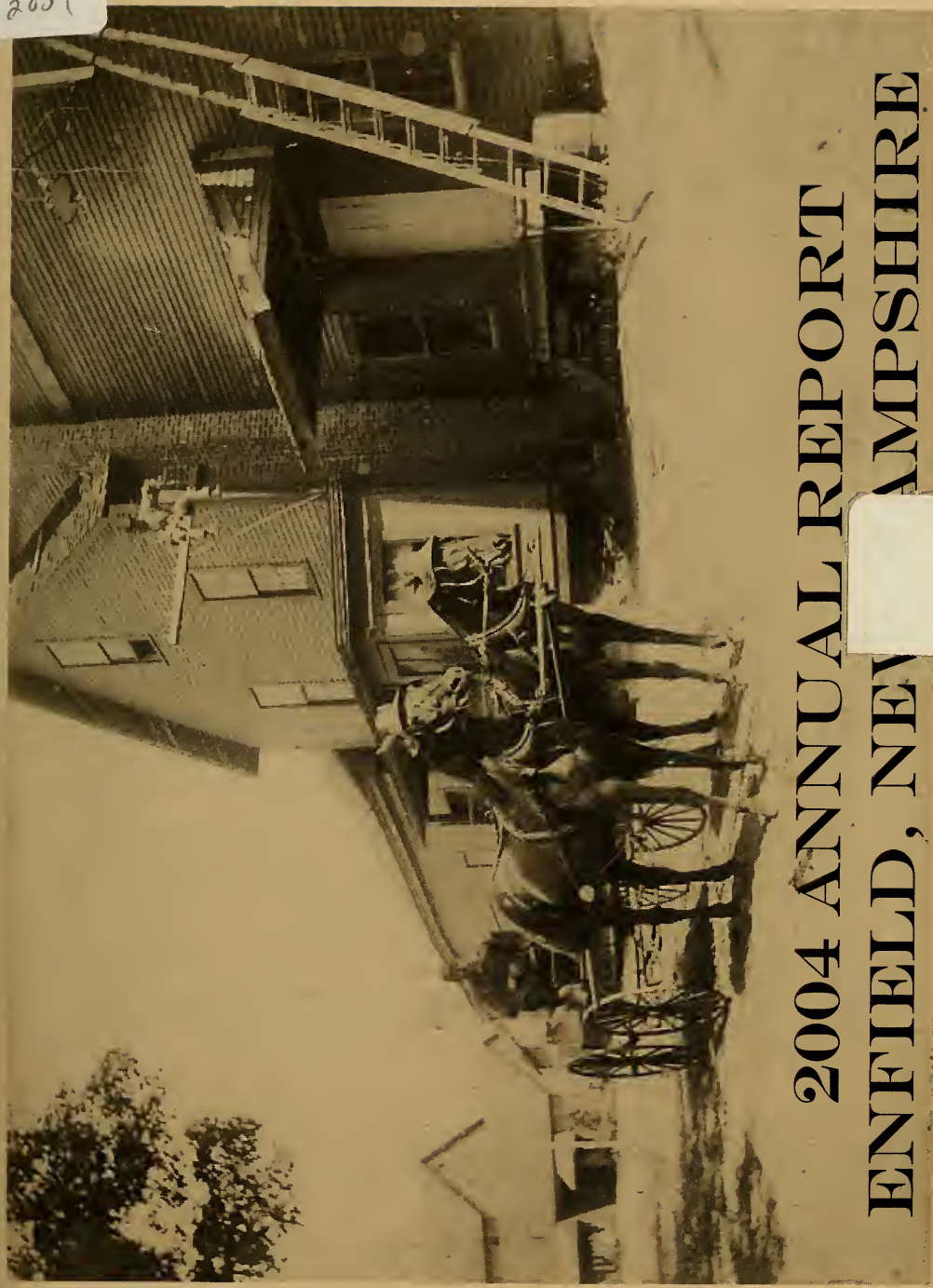


NHamp  
F  
44  
.E56  
2004



2004 ANNUAL REPORT  
ENFIELD, NEW HAMPSHIRE

---

## **Town Meeting Dates**

---

**Tuesday, March 8, 2005**  
**8:00 am – 7:00 pm**  
**Whitney Hall Auditorium**  
**23 Main Street, Enfield**

Voting only by Official Ballot for the election of Town Officers and all other articles requiring vote by Official Ballot. Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 7 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

**Saturday, March 12, 2003**  
**9:00 am**  
**Enfield Village School Gymnasium**  
**US Route 4, Enfield**

Articles 8 through 24 will be presented, discussed and acted upon beginning at 9:00 a.m.

NH Comp  
F  
44  
-E56  
2004

# Annual Report

of the

# Town of Enfield New Hampshire



Year Ending  
December 31, 2004

---

1895

1896

1897

1898

1899

1900

1901

1902

---





# *About Enfield...*

**Incorporated: 1761**

**Origin:** First named Enfield by settlers from Enfield, Connecticut, the town was renamed "Relhan" in 1766 to honor Dr. Anthony Relhan. The doctor was a promoter of sea bathing as a curative; making Brighton a fashionable English resort. The Town was renamed Enfield in 1784 after the Revolution. Enfield was the site of a Shaker Community in the early 1800's, whose buildings now make-up our "Shaker Village" site, being formerly occupied by the LaSalette Brotherhood of Montreal. The Shrine of Our Lady of LaSalette is well known for its Christmas holiday display. Enfield is home to Mascoma Lake and includes the villages of Upper and Lower Shaker Village, Enfield Center and Lockehaven.

**Demographics, 2000 Census:** From 1990 to 2000 Enfield's populations grew by 16.1% to 4,618, a numeric difference of 639. The median age is 38.3 with 21.8% of the population under the age of 18 and 10.9% 65 and older. The total number of households is 1,975 with an average size of 2.33 persons. Of those, 1,292 are family households with an average size of 2.78 persons. As of April 1, 2000, there were 2,372 total housing units.

**Population Density - Year 2000:** 114.6 persons per square mile of land area. Enfield contains 40.3 square miles of land area, and 2.9 square miles of inland water area.

## **Census History**

<b>Year</b>	<b>Population</b>	<b>% Increase</b>
2004	4,750 Est.	2.8%
2000	4,618	16.1%
1990	3,979	25.3%
1980	3,175	35.4%
1970	2,345	

---

**Cover photo courtesy of Enfield Historical Society**  
Main Street, Enfield NH

Taken in front of H.L. Webster's grain store, across from George's grocery store.  
Prior to Webster ownership it was owned by Wells & Flanders Grain elevator.

---

---

## In Memory of

---



**Jeanette Haarala**

**December 13, 1918 – September 6, 2004**

Jeanette was born in Enfield in 1918 to Daniel and Nettie (Laramie) Campbell. She graduated from Enfield High School in 1936 and was a graduate of the School of Business in Concord, N.H. in 1937. In 1939, she married Taisto Haarala of Lebanon. She worked in the office of the former Baltic Woolen Mill until 1956 when she moved to Massachusetts. She and her husband returned to Enfield in 1966.

Upon Jeanette's return to New Hampshire, she worked in the Enfield Town Offices as a secretary to the selectmen. During this time she worked with Charlie Tupper, an Enfield selectman, who sparked her interest in the town property records and government operations of the community. She continued with this work into retirement as a volunteer at the Enfield Public Library. There she worked on a variety of projects gathering and cataloging information about the different eras of Enfield history. She took loving care of the town's records and was a valued source of information of the town and its history.

Jeanette was a lifetime and founding member of the Enfield Historical Society and had served as Enfield's town historian. She also had done extensive research on her and her late husband's genealogies.

By all that knew and loved her, Jeanette Haarala will be sorely missed.

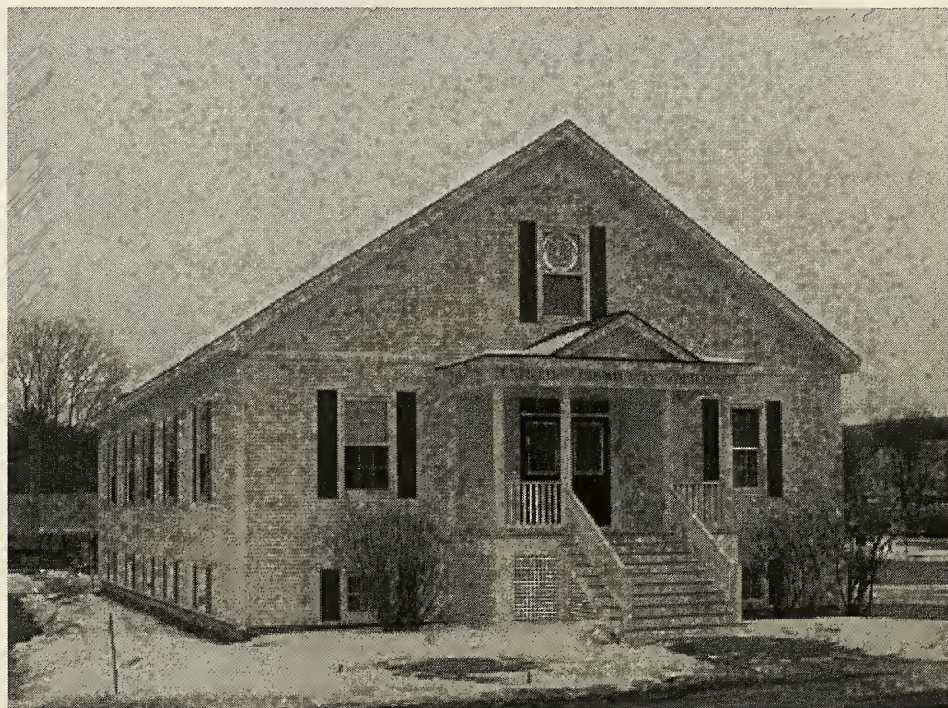
*Enfield Board of Selectmen*

---

---

# Enfield Community Building

---



*Generously donated  
to the Town of Enfield by the  
Enfield-Mascoma Lions Club  
November 27, 2004*

---



---

# Proclamation

---

*Whereas,* The Enfield-Mascoma Lions recognized the vision for a place of gathering for all Community groups and residents and offered to donate their time, effort, and funds for the creation of such a “gathering place”;

*Whereas,* In the year 1999 the Town purchased the Chouinard/Perkins lot adjacent to Huse Park to enable the Enfield-Mascoma Lions’ vision for such a Community Building;

*Whereas,* In the year 2000 Members of the Enfield-Mascoma Lions organized, created fundraisers, sought assistance and donations, designed, labored, and began construction for the Community vision;

*Whereas,* The Enfield-Mascoma Lions devoted the next four years in such construction displaying hard work, organization, effort, determination, camaraderie, pride, and leadership;

*Whereas,* In the year 2004 the construction was completed, and the “Enfield Community Building” became a reality and symbol;

NOW, therefore, The Town of Enfield expresses appreciation, gratitude, and joy in acceptance of the “Enfield Community Building”, and memorializes in this Proclamation the recognition, justly deserved, to the Enfield-Mascoma Lions.

Dedicated in the Year of our Lord, Two Thousand and Four.

*On Behalf of the Citizens of Enfield  
Enfield Board of Selectmen*

---

---

## Dedicated to

---



### Dwight Z. Marchetti

The Board of Selectmen dedicates the 2004 Annual Report to Dwight Z. Marchetti. Dwight, a life long resident of Enfield is a well-known man about Town, having served as a volunteer Firefighter, Fire Ward, Budget Committee Member, Special Police Officer and, for a time, in the Town Highway Department. Often referred to as the "Mayor" of Enfield - Dwight is known for his interest in Town affairs and for the work he does in preparation of each year's Town Meeting. Several years ago Dwight led an effort that resulted in Enfield adopting the Town Manager form of Government. Subsequent to that effort, he spearheaded the change from a part time to full time Town Manger. Over the years, Dwight has become a "go-to" person for all types of Town related questions and we thank Dwight for his candor, his hard work and the time he has spent to make Enfield a better place for all of us.

*Enfield Board of Selectmen*

---

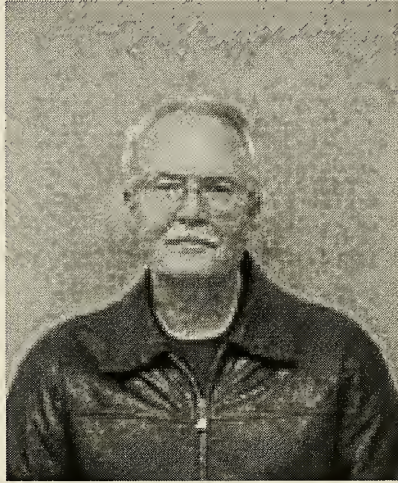


---

## Retirement Honorarium

---

We'd like to say goodbye to those individuals who are leaving public service and to acknowledge all they have done for the Town of Enfield. The following individuals have either retired in 2004 or chosen not to run for another term of office in 2005.



*Keith Oppenneer*

Keith Oppenneer has served as Selectman since March 12, 1996 and officially retires from this position on March 12, 2005. Prior to becoming a Selectman, Mr. Oppenneer served for one year on the Budget Committee. During his tenure as Selectman he served as an ex-officio member of the Budget Committee, Planning Board, Solid Waste & Recycling Committee and Town Offices/Library Needs Assessment Committee. He has also served as the Town's representative on the Mascoma Health Initiative Board.

Mr. Oppenneer is currently serving as an Enfield representative on the Upper Valley Lake Sunapee Regional Planning Board of Commissioners and will continue in the position. He has also volunteered to serve as an alternate member of the Planning Board following his retirement from the Board of Selectmen, a decision that has been heartily approved by the other members of the Selectboard, Dominic Albanese and Nancy Scovner.

We all wish Mr. Oppenneer a happy "retirement", and express the town's gratitude for his long service to its citizens.

---

---

### *Fred Altvater*

Fred Altvater has served as Cemetery Trustee since March 14, 1995. During his 10 years as Cemetery Trustee, Mr. Altvater worked long and hard to improve Enfield town cemeteries and has been instrumental in the restoration of Adams, Butman, Choate, George Hill, Follansbee, Lockehaven, Montcalm, Morse, Paddleford, Purmort and Town Cemeteries, and the development of Countryside Cemetery on Kluge Road, which is now open and has lots available for sale. Mr. Altvater continues to serve as a volunteer firefighter at the Enfield Center Station.

We thank Fred Altvater for his passion and determination in locating, improving and developing the town's cemeteries.

### *Cecilia Aufiero*

Celie Aufiero was a dedicated member of the Conservation Commission since 1996, first as an alternate member, then as a regular member. She served as chairman of the Conservation Commission for much of her time as a regular member. She continues to serve on the Zoning Board of Adjustment.

We thank Celie Aufiero for her fervent protection of Enfield's natural resources.

### *Phil Cronenwett*

Phil Cronenwett served as Library Trustee for 14 years from 1990 until 2004. During his tenure as Library Trustee he also served as the Library representative to the Town Offices/Library Needs Assessment Committee.

Phil Cronenwett's concern for the welfare of the Enfield Public Library was unparalleled. His presence on the Library Board of Trustees will be sorely missed.

### *Lynn Baker*

Lynn Baker served on the Budget Committee from 1999 until 2004.

Thank you Lynn Baker for your dedication to the financial well being of the Town of Enfield.

---

---

## *Michael Dudley*

Michael Dudley has served on the Budget Committee from 1996 until 1999, and again from April, 13, 2000 until 2005. Mr. Dudley has served as both Chairman and Vice Chair during his tenure.

We thank Michael Dudley for his eight years of service on the Budget Committee protecting the interests of the taxpayers of Enfield.

## *Lynn Langley*

Lynn Langley served as Trustee of Trust Funds from 2001 to 2004. While she served only one term as Trustee of Trust Funds, Lynn Langley was a strong asset on this Board with her attention to detail and careful financial reporting that has held us all to a higher standard.

Thank you Lynn Langley.

## *Barbara Moyer*

Barbara Moyer served on the Planning Board since 1994. During her ten years on the Planning Board Barbara Moyer has played a vital role in the planning and development of the Town of Enfield. She also served as the Town's representative to the Upper Valley Lake Sunapee Regional Planning Commission.

We thank Barbara Moyer for her dedication and vision.

## *Walter C. Paine*

Walter Paine served on the Budget Committee from May 6, 1994 until March 12, 1996. He continued to serve the Town as a Trustee of Trust Funds from November 2, 1998 until his retirement from that position on October 20, 2004. We thank Walter Paine for his many years of dedicated service.

## *Ilene P. Reed*

Ilene Reed began her long career with the Town of Enfield as Town Clerk in 1987 and continued for 23 years. She officially retired on her birthday at the age of 81, coincidentally Town Meeting Day 2004. Mrs. Reed served on the Board of Selectmen for 9 years. She served a total of 19 years on the Planning Board, 9 of them as ex-officio member during her time on the Board of Selectmen. Many thanks to Ilene Reed for her many years of sterling service, duty and care to Enfield and its citizens.

---

---

## *Sewer Sub-Committee*

And many thanks to Wayne Claflin, Craig Daniels, Tim Jennings, Jim Martel and Alice Taylor for their assistance with the review of the Town's sewer agreement with the City of Lebanon. The Committee's work was brief, but vital to the oversight of the Town's sewer disposal options.

We thank each and every one of these individuals for providing the in-depth look into this complicated issue.

---

---

# Index

---

## **Financial Reports:**

2005 Municipal Employee Salary Classification Plan.....	72
2005 Municipal Employee Pay Schedule .....	73
Appropriations & Expenditures, Comparative Statement.....	92
Balance Sheet, 2003.....	96
Budget (MS-7).....	76
Budget Committee Supplemental Schedule.....	84
Citizens Corp Grant Fund .....	109
Conservation Fund .....	108
Electronic Funds Tax Payment System Account.....	108
Grant Funds Account .....	109
Independent Auditor's Report .....	85
Independent Auditor's Communications of Reportable Conditions.....	87
Inventory of Valuation, Summary Statement (MS-1).....	89
Library Trustees - Treasurer's Report.....	133
Long-Term Indebtedness Schedule/Reconciliation .....	97
Municipal Water & Sewer Department Collections Report .....	105
NHOST Account.....	109
Payments, Detailed Statement .....	117
Payments, Summary Statement.....	114
Property Value ~ 5 Year History .....	91
Receipts, Detailed Statement .....	111
Receipts, Summary Statement .....	110
Shaker Recreation Park Fund.....	108
Tax Collector's Report.....	102
Tax Lien Accounts, Summary Statement .....	104
Tax Rate Calculation, 2004 .....	90
Tax Rate ~ 5 Year History .....	91
Town Clerk's Report .....	101
Town Real Property Schedule .....	98
Treasurer's Report .....	107
Trustees of Trust Funds: Report of Trust & Capital Reserve Funds.....	134

## **Narrative Reports – Town Departments, Boards & Committees:**

Budget Committee .....	33
Building Inspector/Health Officer .....	140
Cemetery Trustees .....	143
Conservation Commission.....	144
Economic Development.....	146

---



---

Emergency Management .....	147
Enfield Community Building Board of Directors.....	149
F.A.S.T. Squad.....	151
Fire Department.....	154
Hello Enfield ~ A New CERT Program .....	156
Heritage Commission.....	157
Human Services Department .....	159
Library .....	160
Planning Board .....	162
Police Department.....	164
Public Works Department.....	167
Selectmen's Report to Citizens of Enfield.....	16
Solid Waste & Recycling Committee .....	170
Town Clerk's Report of 2004 General Election .....	172
Town Manager's Report .....	18
Town Offices/Library Needs Assessment Committee.....	173
Zoning Board of Adjustment .....	174

#### **Narrative Reports – Local & Regional Organizations:**

Advance Transit, Inc. ....	178
Boy Scouts of America ~ Troop 44 .....	179
Crystal Lake Improvement Association.....	181
Enfield Village Association .....	182
Executive Councilor Raymond S. Burton.....	185
Grafton County Economic Development Council .....	186
Grafton County Senior Citizens Council .....	189
Headrest .....	191
LISTEN Community Services .....	192
Town Forest Fire Warden & State Forest Ranger's Report.....	193
UNH Cooperative Extension - Grafton County.....	195
Upper Valley Lake Sunapee Regional Planning Commission.....	197
UVLSRPC Household Hazardous Waste Report .....	201
WISE.....	202

<b>Town Meeting Minutes 2004:</b> .....	209
<b>Town Officers:</b> .....	43
<b>Town Office &amp; Board Hours:</b> .....	38
<b>Town Warrant 2005:</b> .....	52
<b>Town Warrant 2005 Narrative:</b> .....	66

---



---

**Vital Statistics:**

Births.....221

Deaths .....224

Marriages .....218

**Miscellaneous Reports:**

About Enfield.....3

Application for Appointment:.....233

Candidates for Local Elected Office.....49

Dedication to Dwight Marchetti .....8

Enfield Community Building Donation.....6

Enfield Community Building Proclamation .....7

Fee Schedule .....227

Have You Checked Your Septic System Lately? .....141

Memorial to Jeanette Haarala .....5

Most Frequently Used Town Services ~ Pull-Out Guide .....237

Need Assistance? (General Information).....35

Right to Know Law ~ A Guide to Public Access ~ .....205

Retirement Honorarium .....9

Roster of the General Court .....48

Tax Increment Finance Plan .....27

Tax Increment Financing ~ Facts & Questions Addendum.....24

Tax Relief Options .....203

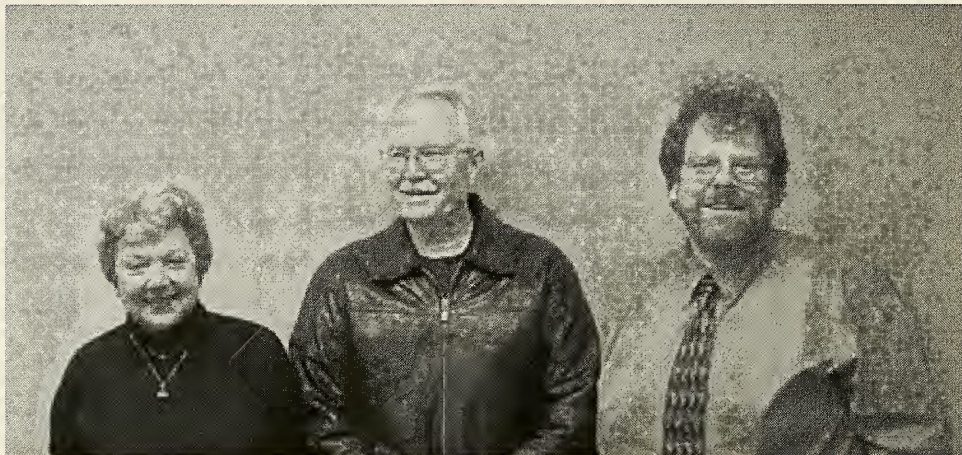
Veterans Walk Brick Order Form.....235

Warrant Articles Adopted Until Rescinded .....64

---

## To Our Fellow Citizens of Enfield

---



Left to right: Nancy Scovner, Keith Oppenneer, Dominic C. Albanese

2004 was such a busy year for your Town government, it's difficult to know where to begin, so let's start with some good news. We are pleased to report that Enfield closed its books with a surplus. This money will be added to the undesignated surplus, funds we usually use to reduce the tax rate.

Speaking of taxes, there have been many inquiries about the Town reassessment process, so here's a quick synopsis: The Town's assessment practices and property values were under review by the State of New Hampshire, Department of Revenue Administration, for the 2004 tax year. The Town had not updated its values since the year 2000. Since that time sale prices had increased at a rapid rate, but the assessments had not been updated to reflect those changes. The Town addressed those values in 2004. The town updated property values based on a sales analysis conducted by Norm Bernaiche, our assessor. Every parcel in the Town experienced a change in value based on the results of that analysis. The Town's overall value increased approximately 71%.

In a long effort to reduce Town sewage rates, Town Manager April Whittaker and Public Works Director Ken Daniels have continued to work out the details surrounding our new sewage agreement with the City of Lebanon. The lack of a permanent City Manager in Lebanon has made this a difficult contract to close; however, we are pleased to report that attorneys for both municipalities are now reviewing the final draft contract, and we hope it will be signed early in 2005.

This has also been a busy year in the bricks-and-mortar area. The Town assumed ownership of the Enfield Community Building this fall. This marvelous building, built by Enfield's Lions Club, is a valuable new resource for Enfield.

---

Located on Route 4, just east of Main Street, it is a warm place where various Town groups can meet. With its commercial kitchen, the building can also be used for private events. To manage the facility and keep things running smoothly, we have appointed an independent Board of Directors.

Looking to the future, the Town Offices/Library Needs Assessment Committee has been drawing up plans for renovating Whitney Hall in order to provide our citizens with a brag-worthy municipal building. For more details, check out the Committee's report later on in this book.

Another aspect of Enfield's future might be the proposed Tax Incremental Financing (TIF) district. TIF was developed by the legislature to allow Towns like ours to fund infrastructure improvements that encourage businesses to move to Town. After much discussion, the Board has voted to put an article on the warrant that establishes the geographical boundaries of a TIF district. Once the boundaries are established, any taxes generated by improvements to property within the district are segregated, to be spent exclusively on the infrastructure improvements within the district. TIF is a fairly complex subject, so we encourage all voters to review carefully the information and maps included in the Town Manager's report.

Of course, Enfield wouldn't be Enfield without a bit of controversy. As reported in the local press, the Board expressed some concerns over the operations of the Fire Department. Our chief concern, shared by the Fire Wards, is the safety of the men and women on the Fire Department. Additionally, we want to take advantage of opportunities to save money on insurance premiums and make sure that necessary record keeping is up to date. At our direction, Town Manager Whittaker developed an outline stating specifically what we need from the Fire Wards in order to meet these objectives. A clear set of Fire Department expectations, coupled with an increase in training instituted in the late fall, has convinced us to try and work within the existing system for another year. We will report back to the Town next spring with our observations.

In conclusion, we would like to tip our hats to the Town employees. Whether they are plowing snow, protecting our roads, registering our cars, collecting our taxes, or enforcing our regulations, they continue to be an unusually strong work force.

Respectfully Submitted,

Keith Oppenneer  
Dominic C. Albanese  
Nancy Scovner  
BOARD OF SELECTMEN  
ENFIELD NH



---

# Town Manager's Report

---



Left to right, Back row: Carolee Higbee, Donna Schmanska, Julie Huntley,  
Alisa Bonnette, April Whittaker  
Front row: Sandy Romano, Wendy Huntley, Jim Taylor, Phil Neily  
Absent: Diane Monmaney

## MISSION STATEMENT

**Our office endeavors to provide excellent customer service with civility and courtesy; to provide town services in an effective, efficient manner; to undertake a long-term view of problem solving, provide community sustainability; and remain adaptable to changing town needs while preserving and being respectful of our residents' sense of community.**

***"You don't get harmony when everyone sings the same note."***

***Doug Floyd***

The above quote fits perfectly the approach that our community appears to be taking as the Town faces the challenges of growth and how best to turn such growth to the town's benefit, instead of burden. Your input, and opinions are, therefore, vital and valuable.

---

2004 marks my second year of service as Town Manager to the Board of Selectmen and Citizens of Enfield. People often ask what it is exactly that I do, and other than what the laws and financial framework specifically tell me, I am still trying to figure it out! Needless to say, the variations that the role presents make for lively times and conversations. However, I do feel that a large part of the job should entail the ability to see beyond the day-to-day operations and to be proactive in planning. As we all know in life, a problem, if ignored, simply rebounds and grows bigger. And so it is for 2004 ~ a year of seeing beyond and making plans, that may not be palatable to all, but realistic in the need, and consideration.

In the late spring, the Board conducted a “Retreat” with departments looking ahead towards a 5 – 10 year horizon. Departmentally, we looked at physical plant, manpower, technology impacts, and customer service expectations. On a broader spectrum we discussed growth, Enfield’s valuation base, and infrastructure needs. What filtered out of the Retreat became a good base framework for planning in 2004. With this in mind, I report the following:

### **Economic Growth, Tax Increment Financing District and Infrastructure Needs**

The Retreat spearheaded the recognition that our commercial valuation base needed to grow in a more positive manner. Further, there was a strong probability that without sewer and water extensions into the business zone, there would be more residential development than commercial in our business district. Businesses such as restaurants and grocery stores truly need municipal sewer and water for development and operations. In May an “Economic Forum” was conducted with an open invitation to the Community. Approximately 75 people attended. The idea of a Tax Increment Finance District (commonly referred to as TIF) was floated for the Route 4 corridor. In short, such a District, once established by Town Meeting, allows municipalities to receive 100% of all revenues generated by improvements only within the District. Existing assessment values, at the time of establishment of such a District, are administered in exactly the same way as they have always been. Such revenues from improvements only are then specifically segregated to pay for infrastructure benefits. Normally such infrastructure improvements tend to fall on the back of the general fund’s tax rate. The second advantage of such infrastructure improvements would mean an expansion of users within the sewer and water base. More users allows for a greater sharing of operational costs and more stabilization of user fees. An addendum and map has been added to this report for further facts regarding this important proposal for voter consideration.

In hand with a TIF district, we also discussed utilizing new legislation known as CROP zoning (Community Reinvestment and Opportunity Zones) which, once developed by Department of Economic Resources and Development,

---

will allow tax credits to applicable businesses who relocate or develop within such a zone. We all felt that Enfield may be able to take advantage of this new legislation and staff will be pursuing such designation from the State of New Hampshire.

The harmony of voices from the Forum indicated general support of such ideas to (i) assist the tax base, (ii) provide infrastructure and expansion of users of sewer and water, and (iii) provide certain desired retail services. Support was garnished with the caveat that “smart growth” practices needed to be utilized to avoid traffic and environmental congestion along this important corridor of the future. And so, on the 2005 Warrant we are asking voter approval for the formation of such a finance district only to allow for a full year of planning and opportunity seeking, prior to seeking any potential future infrastructure funding. The Board, Jim Taylor and I take this opportunity of thanking Wally Andrew, Bob LaCroix, Francine & Tony Lozeau, Bill Warren, Lee Carrier and Patsy Crate who helped staff work through the ideas of TIF presentation and support.

### **Sewer**

On the sewer subject, I must report that progress that was initiated in 2003 was stymied in 2004 due to another change of Manager at the City of Lebanon, and human tragedy within the Lebanon Public Works Department. A new draft contract has been completely rewritten which has taken about 12 to 18 months to redraw. The complexities of the new rewrite are within each community’s respective legal counsel’s review. As in all contracts, nothing is perfect for either party, and no doubt, these imperfections will drive both parties back to the table. Or the new contract draft may not be appealing to respective select boards or councilors. As in all contract negotiations, it is a slow process because of the dynamics involved.

### **Administration**

The Joint Loss Management Committee, under Chairman Phil Neily’s direction, took on many challenges to ensure safety of our town buildings, and safe environments and practices for our employees and residents who may use town buildings. New safety checklists for town buildings ensure inspections and audits are conducted. Training programs regarding safe use of equipment, physical plant and personal and liability exposure have been actively pursued for staff as we endeavor to maintain our insurance and worker compensation rates, and above all, employee and public safety.

Town Departments took time out to review policies and procedures: ~ The Fire Department and FAST squad updated and renewed their Standard Operating Guidelines. The Department of Public Works adopted a Snow and Ice Policy, cemetery trustees drew up new rules and regulations, and the town



---

readopted it's Investment policy and adopted an Election Parking Policy together with guidelines for acceptance of grants.

Our office conducted another annual sale of town properties, which resulted in a return of revenue to the town of \$110,632.

The board investigated permanent protective conservation easements on town owned property known as Bicknell Brook Recreation Trail with the Conservation Commission. This parcel has 165 acres +/- with road frontage on Route 4A and Grafton Pond Road. Ever mindful of the need to maintain balance for preservation and seeking revenue to help defray taxes, the board proposed a compromise of a possible subdivision of 3 building lots for sale and, by easement, keeping the remaining acreage as open space for the community in perpetuity. Costs for survey, subdivision and legal work are being calculated for further consideration in the future.

A second public hearing by the State of New Hampshire was conducted in August for the proposed improvements to the Route 4A corridor and Shaker Bridge scheduled for 2007-2009. The board has requested further dialogue with the Department of Transportation, especially with respect to the underpass area. A number of residents have raised safety concerns for snowmobiles etc. We were pleased to note the number of residents that attended the August hearing.

### **Shaker Hill and Main Street Bridge Dedications**

An official dedication of the Main Street and Shaker Hill Bridges took place on September 18<sup>th</sup>, 2004. Despite the deluge of rain, a Main Street festival and Upper Valley band concert partnered the dedication in which over 100 people turned out to celebrate the revitalization efforts. A special thank you to Enfield Village Association and Paula Rowe for pulling the dedication together.

### **Committees**

The board continued their busy pace with aiding committees for solid waste study, needs assessment of town facilities, and the newly formed Community Building Board of Directors. The solid waste committee has requested a time extension to present their report given the complexities of the subject matter. The Needs Assessment Facilities committee conducted interviews for architectural assistance, and chose David McIntire of the Architectural Studio to assist their efforts to commit to conceptual plans for library and town office expansion.

### **Community Building**

The Board of Selectmen assumed responsibility in October of the Enfield Community Building, inspired, paid for and constructed by the Enfield Mascoma

---

Lions. To assist with management of the building, the board formed a Board of Directors, consisting of Tate Picard, Sharon Kiley, Ken Hill, Julie Huntley, and Selectmen's representative, Dominic Albanese. There is no honorarium or expression of appreciation that can truly match the work and dedication of our local Lions with their gift of this wonderful building. The Lions have been so synonymous with work on the community building that we are apt to forget that their other volunteer work and aid continues in many forms within our community, the Upper Valley and regions of third world countries. For the Lions our support in their continuing efforts is the best show of appreciation.

### **Revaluation**

A full-scale revaluation was undertaken in 2004. Many residents saw an increase in their property assessments as a result of the ever-increasing property values reflected in "willing seller, willing buyer" sales transactions. This real estate market continues to outpace our new assessment values. Since the court case of *Sirrell-v-the State of New Hampshire* over the statewide property tax, the courts and Board of Land and Tax Appeals have upheld the constitutional requirement to conduct a revaluation every 5 years and State law (RSA 75:8) for annual review and adjustment to property values to reflect changes in market values. Please take the opportunity to read the Assessing Coordinator's report for more pertinent details of this process.

### **Budget 2004**

I am pleased to report that the town's end of year balance ended in the black despite additional projects that placed even more pressures on the funds appropriated by Town Meeting. It is a pleasure to serve with the harmony of voices within our Budget Committee. In fact during 2004, seven out of nine budget members attended a daylong budget law seminar sponsored by the Local Government Center. I was proud to be involved with such commitment, and fully appreciate their time taken to attend.

### **Appreciation**

I continue to be blessed to work with kind and talented supervisors, staff and volunteers. I am appreciative of the board's support to our employees, and their commitment to Enfield. They make me stop to take a breath to make sure that I do listen to all perspectives departmentally, and community wide sensitivities. Thank you for the allowing me to continue to grow into the position.

My other support mechanisms, too, are my office staff. Their longevity and dedication is admirable in all aspects of our operations. Thank you!

---

Enfield would not be the community that it is without our volunteers ~ you are the true threads of our community that provide that indefinable continuity which, again, no honorarium could truly equate to. Thank you!

I end, as always, with my own quote "Everything has a silver lining ~ eventually." We just need to work hard to ensure the energy continues to resonate for Enfield. We are our own best chorus ~ let's get the harmony going!

Respectfully submitted

April Whittaker

---

# **Tax Increment Financing**

## **Facts and Questions Addendum**

---

The Board of Selectmen is recommending to voters on the 2005 Warrant to form a Tax Increment Finance District mainly located within the Route 4 Corridor.

This recommendation was based on the following:~

- (i) the need to balance more commercial growth against rising residential growth;
- (ii) the need to plan for infrastructure improvements to facilitate commercial growth in a commercially zoned area;
- (iii) the need to expand sewer and water users to ease financial burdens of the costs of such services;
- (iv) to protect the municipal well-head protection area;
- (v) to provide revitalization and be proactive to planning challenges;
- (vi) to encourage commercial amenities that residents have indicated a desire to support within the confines of the Village area.

Tax increment financing districts have been around since the 1950's and have a proven track record for many states. But it is a relatively new venture for New Hampshire towns, although Towns such as Peterborough, Jaffrey, Hanover, Newington, Keene have all taken this step and attest to the successes of their respective districts both from a development point of view and the financing.

### **What is a TIF District?**

It is a statutory process under RSA 162-K for the establishment of economic development and revitalization districts. Procedures for adoption and administration are clearly defined. It does require a Town Meeting vote.

The essence of a TIF district is that it is a self – financing tool for infrastructure projects such as sewer, water, sidewalks, lighting, drainage, etc from the revenue(s) that projects, improvements, and revitalization generates within the District. In other words it allows towns to pay for projects without expenditures from the general fund.

Tax Increment means the amount of taxes raised in such a development district due to increases in assessed value over the assessed value of the district at the time of its establishment.

### **What happens after a vote to form such a District is taken?**

Current property assessed values within the geographic Tax Increment Finance District are determined and base-lined, i.e. the existing tax value of the district would continue to be distributed in the regular way. Thereinafter any



---

improvements (the increment) to the property values are captured, and the tax revenue from the improvements only is returned to the TIF fund. The town, with such a district, is allowed to retain 100% of the taxes generated by the improvements only.

These captured improvement revenues can then be saved in much the same way as a Capital Reserve to pay for an infrastructure improvement or to pay down bond debt from defined planning proposals. This funding is dedicated, and if successful in accrual, does not “hit” the tax rate.

The Board of Selectmen is also charged by statute to compose a 5-member Advisory Board for such a district; the majority of the advisory board must be composed of owners of real property in the District or immediately adjacent to the District.

### **Is a Proposed Plan for such a District Conceptualized?**

Attached is the plan as presented at the Public Hearing conducted on February 9<sup>th</sup>, 2005 and projected progressive revenue sources.

### **Is the TIF a Special Taxing District?**

One of the greatest concerns of property owners included in a TIF district is that this is some form of special assessment district and that people inside the TIF boundaries will have to pay extra tax.

While special assessment districts can be an important community development tool, they are quite different than TIF. Taxpayers within the district won’t know that they are in the district, and will be taxed just the same as any similar property within the community. The only difference is that any new tax revenue from improvements or new projects will be spent within the District, directly benefiting those that are paying the tax, and indirectly for the growth of a future tax base. The communities that have already adopted TIF Districts have indicated that once people get used to the idea, it is not uncommon to have property owners ask to be included.

### **Does TIF take money away from schools?**

The simple answer is no. The whole purpose of a TIF district is to stabilize, retain or expand the community’s tax base, which is essential to maintaining adequate school funding. In Mascoma School District’s case, the way that education is funded is based on a straight calculation of numbers of pupils (ADM annual daily membership) sent by the member towns divided into a budget appropriated at School District voting. There is no valuation factor involved. Thus Enfield will continue to pay in the normal way, but with the hope that the

---

future may render an expanded tax base to be more fully able to support the schools.

The existing tax base is left untouched, assuring full funding of school, county and general fund needs. When the TIF District has served its purpose, the result is usually an expanded tax base.

The Mascoma School District and the Grafton County Commissioners have lent their support and encouragement to Enfield as it seeks to form a TIF District.

### **Conclusion**

Tax Increment Financing is not a magic bullet that can make every community prosperous, and every project a success. But it is also not some “trick.” TIF can provide a means for financing needed in infrastructure improvements, which the general fund cannot afford, using “new” money that neither the schools, the county nor the taxpayers of the community are accustomed to. It does not take anything away from anyone.

Developers tend to like it because they can see the tax dollars, which they will have to pay anyway, going towards something that not only benefits their property, but eventually the whole community with a larger tax base.



---

# Proposed Tax Increment Finance Plan

---



## **I. Authority and Purpose**

In Accordance with RSA 162-K, the Town of Enfield hereby adopts the following Tax Increment Financing Plan (TIF) for the area of town known as the Enfield Village. It is the purpose in forming this district to encourage new investment, revitalization, and re-investment in this area. Without these additional investments, the capacity does not presently exist to support all of the development for which these areas are zoned. Also, without improvements to the physical infrastructure and visual appearance, revitalization efforts are hampered and erosion of the tax base could occur. It is the Town's intention to use tax increment financing to help pay for necessary improvements.

## **II. Location of District**

The Enfield Village Tax Increment Finance District is illustrated on an accompanying map, but generally encompasses the Community Business Zoning District located along US Route 4 and Main Street and will also include High Street and parts of Maple Street and Shedd Street. This District comprises approximately 500 acres, or 2% of the town land area: by law, no TIF district can account for more than 8% of the total land area.

III. Statement of Objectives

The purpose of the district is to fund public improvements to roads, intersections, sidewalks, sewer, water, drainage, lighting, signage, utility poles and lines, broadband telecommunications, landscaping, or other associated improvements that will help create and support development of mixed land uses, typical of New England Villages and consistent with Enfield’s own traditions. It is recognized that this area is the core commercial area in the Town that provides a substantial number of jobs and services, and also represents an important part of the non-residential Tax base of the community.

IV. District Administrator and District Advisory Board

Pursuant to RSA-K:13, the Board of Selectmen has appointed the Community Development Director to serve as the TIF District Administrator. Following the approval of this plan at Town Meeting, the Board of Selectmen will appoint a five-member District Advisory Board which, in accordance with the provisions of RSA 162-K:14, must be made up of a majority of members who are owners or occupants of real property within or adjacent to the District.

This Board shall advise the District Administrator and Selectmen on the maintenance and implementation of the District Plan. All meetings of the Advisory Board shall be public, and both the Administrator and the Board are encouraged to obtain extensive public input as they prepare to implement the plan.

V. District Plan (Proposed)

#	Project List	Cost
1	Route 4 Sewer & Water Extension	\$ 2,000,000
2	Maple St. Sidewalk	175,000
3	US Route 4 Sidewalk	250,000
4	US Route 4, Main St., Maple St. Roundabout	500,000
5	Enfield Village School Egress	200,000
6	Route 4, Main St., Maple St., High St. Lighting	50,000
7	Water Treatment Facility McConnell Rd.	500,000
*	Total	\$3,675,000.00

- 1) *Route 4 Sewer & Water Extension:* Extending sewer out to the remainder of Route 4 properties will increase the suitability of those lots

---

for commercial development and will promote the reinvestment in properties that will not support on lot septic systems. It will also allow water treatment facilities to be constructed in the area where the Town wells are located.

- 2) ***Maple Street Sidewalk:*** A new sidewalk will be built from the Laramie Farms Development access to the Enfield Post Office. The Town has obtained a grant for half of the cost of this improvement and the developer will pay the other half.
- 3) ***US Route 4 Sidewalks:*** Will provide connectivity with the rest of the village area. This project is probably eligible for Transportation Enhancement Grant Funding.
- 4) ***US Route 4, Main St, Maple St. Roundabout:*** Will provide improvement to the traffic flow and safer pedestrian facilities for this busy intersection. This project is probably eligible for Transportation Enhancement Grant funding.
- 5) ***Enfield Village School Egress:*** Will improve the level of congestion and safety experienced at the school arrival and departure hours.
- 6) ***Route 4, Main St., Maple St., High St. Lighting:*** This improvement will continue the lighting improvements started with the downtown bridge projects.
- 7) ***Water Treatment Facility:*** As the village grows and water regulations become more restrictive, it will be necessary to be able to treat the water supply. This will allow the Town to bring the Avalone Wells into production to meet those needs.

#	<i>Sources of Revenue</i>	<i>Increased Assessment</i>
1	Laramie Farms Development (58 Homes @ \$250,000)	\$ 14,500,000
2	Historical Upgrades (1.5% of Base)	500,000
3	Route 4 Shopping Center	1,000,000
4	Increase value of lots with Town W&S (30 lots @ \$20,000)	600,000
5	Build-out of Enfield Storage	400,000
6	Anderson Commercial Building	350,000
7	Revitalize Avalone Property	500,000
8	Lake Sunapee Savings Bank	500,000
	<i>Total</i>	\$ 18,350,000

\* Note: See enclosed Estimated Revenue Progression assuming 3% inflation and 6 Homes annually in the Laramie Farms Development

\*\* Note: Based on 2004 Tax Rate minus Statewide Property Tax

## VI. Duration of the District

It is the intention of the Town that once a plan has been adopted and sufficient funds have been allocated to pay for necessary improvements, or bond notes for improvements have been retired, the District will no longer be needed. Therefore the District will expire on **April 1, 2020, unless extended by Town Meeting vote**. It shall be the duty of the Administrator and the Board of Selectmen to ensure that any obligations of the District or unexpended funds will be adequately addressed prior to or as part of this expiration, and a detailed report shall be provided at the March 2020 Town Meeting detailing the steps to be taken to properly meet any obligations or to provide for unexpended funds.



# Revenue Progression Chart ~ TIF Incremented Assessments

Year & Source Projects & Estimated Assessments	Tax Rates assuming 3% inflation & 6 new home starts annually (Laramie Farms)						
	\$16.45	\$16.94	\$17.45	\$17.97	\$18.51	\$19.10	\$19.67
Estimated Annual Revenue							
2005 ~ 4 homes, historical upgrades & Lake Sunapee Bank \$1,600,000	\$26,320	\$27,104	\$27,920	\$28,752	\$29,616	\$30,560	\$31,472
						\$32,416	\$33,392
							\$34,400
2006 ~ 6 homes, Enfield Storage, historical upgrades \$2,000,000	\$33,880		\$34,900	\$35,940	\$37,020	\$38,200	\$39,340
						\$40,520	\$41,740
							\$43,000
2007 ~ 6 homes, historical upgrades, water& sewer \$2,200,000			\$38,390	\$39,534	\$40,722	\$42,020	\$43,274
						\$44,572	\$45,914
							\$47,300
2008 ~ 6 homes, historical upgrades, Anderson Commercial Building \$1,950,000				\$35,042	\$36,095	\$37,245	\$38,357
						\$39,507	\$40,697
							\$41,925
2009 ~ 6 homes, historical upgrades, shopping center \$2,600,000					\$48,126	\$49,660	\$51,142
						\$52,676	\$54,262
							\$55,900



---

## To the Voters of Enfield

---



Left to right, Back row: Chris Christopoulos, Richard Martin, Michael Dudley,  
Lori Bliss Hill, Dominic Albanese  
Front row: Shirley Green, Lee Carrier, Gayle Hulva, Eric Crate, David Stewart

The Budget Committee had some major challenges this year due to the fact that a large portion of the proposed budget had carry-over expenses from last year that had to be pro-rated into the FY 2005 budget. These are locked-in increases totaling a quarter of a million dollars or 7.5% over last years “general operating budget”. These carry forward increases were due to the decisions at the town meeting in 2004 to adjust town employees salaries to keep them competitive, the corresponding cost of benefits, adding a police officer, changing some positions from part time to full time and the increase in sanitation employee hours. For these reasons, and in conjunction with the salary adjustments of 1% COLA and 2.5% step, has resulted in the 8.6% increase in this years general operating budget.

The budget committee has approved the Public Works Department’s request to purchase two trucks because they are now spending excessive maintenance money on trucks that should have been replaced last year. We have several trucks that will be at the end of their life cycle in the next three years and it is our recommendation that we do not put off their replacement, as it is no longer cost justified to do so. We are replacing our 3-yard trucks with 7-yard trucks because studies show that there is a better pay back on investment. The life span increases by six or eight years, the maintenance cost will be less and productivity will increase. We made a commitment to the Lions to finish the parking lot and to landscape the new Community building. This \$80,000 project will be achieved over the next two years. In 2005 we budgeted \$40,000 towards

---

this project. The NH Department of Transportation has downgraded the bridge [two six foot culverts] on Whaleback road due to "...Critical bridge deficiency..." the cost of replacement is \$40,000 and the budget committee recommends that this project is completed in 2005.

We all recognize that capital reserves are important to the town to help spread out our expenses and to save monies for major expenditures and to protect us from the unknown. This year we placed an average amount into reserves as we did the last two years.

The Budget Committee would like to thank all the town employees that worked with us and we appreciate the understanding of the department managers that had severe restrictions placed on their FY 2005 budgets. We thank you for your support and look forward to working with you and serving the town.

Respectfully submitted,

Lee Carrier, Chairman

Eric Crate

Chris Christopoulos

Michael Dudley

Shirley Green

Lori Bliss Hill

Gayle Hulva

Richard Martin

David Stewart

Dominic Albanese, Ex-Officio



---

## Need Assistance?

E-mail: [townhall@enfield.nh.us](mailto:townhall@enfield.nh.us)

Web Site: <http://www.enfield.nh.us>

---

### TOWN CLERK

(603) 632-5001 Ext. 113

Email: [chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

See the Town Clerk for:

Motor Vehicle Registrations  
Dog Licenses  
Marriage Licenses  
Birth & Death Certificates  
Voter Registration  
Election Processes  
Wetlands Applications  
Research & General Information

### TAX COLLECTOR

(603) 632-4201 Ext. 114

[chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

See the Tax Collector for:

Tax Payments  
Water & Sewer Payments  
Inquiries of Taxes

**SELECTMEN’S OFFICE**

Tel & TDD: 632-5026  
[townhall@enfield.nh.us](mailto:townhall@enfield.nh.us)

Office Hours:	
Monday – Friday	8 am – 4 pm

See the Selectmen’s Office for:

- Assessors Cards
- Property Records
- Intent to Cut Applications
- State Statutes
- Rental: Town Hall, Enfield Center Town Hall
- Minutes of Meetings
- Town Bids
- Current Use Applications
- Exemptions / Tax Credits
- Dump Stickers
- Building Permit Application Forms
- Driveway Permit Application Forms

**BUILDING INSPECTOR/HEALTH OFFICER/FIRE INSPECTOR**

(603) 632-4343 Ext. 240  
[pneily@enfield.nh.us](mailto:pneily@enfield.nh.us)

Office Hours:	
Monday – Thursday	8 am – 1 pm

See the Building Inspector for:

- Building Permits
- Inspection Requests
- Health Issues

**COMMUNITY DEVELOPMENT**  
**(PLANNING/ZONING/ECONOMIC DEVELOPMENT)**  
(603) 632-4067 Ext. 241  
[jtaylor@enfield.nh.us](mailto:jtaylor@enfield.nh.us)

Office Hours:	
Monday – Thursday	8 am – 1 pm

See the Planning/Zoning Administrator for:

- Sign Permits
- Zoning Applications
- Planning Applications

**<http://www.enfield.nh.us>**

We encourage everyone to visit the town’s website to find local information. Many of the things you want to know on a regular basis are featured there. We plan, over time, to increase the information provided to you, with expanded information and more forms on-line.

We are very pleased with the level of participation on the Community Bulletin Board. Look here for notices of upcoming community events. We are always looking for new items to post. Get information out about your next event! Advertise --

- ~ fundraisers ~
- ~ plays or theater groups ~
- ~ lectures or seminars ~
- ~ club meetings ~

If you have an event you would like posted, simply send your submission by email to [townhall@enfield.nh.us](mailto:townhall@enfield.nh.us) or by U.S. Mail to PO Box 373, Enfield, NH 03748.

As always, our emphasis is on fast access and easy updating, rather than on showy graphics. When you visit the site, please sign the Guest Book.

---

# Town Office and Board Hours

---

**Emergency Only - Police, Fire and Ambulance/F.A.S.T. Squad**

**9-1-1**

\* \* \*

## Website Addresses

Town of Enfield – <http://www.enfield.nh.us>

Enfield Police Department – <http://www.enfieldpolice.com>

\* \* \*

### **Assessing Office:**

**632-5026**

Julie Huntley, Assessing Assistant (Ext. 111)

[jahuntley@enfield.nh.us](mailto:jahuntley@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Office Hours:	
Monday – Friday	8 am – 4 pm

### **Building Inspector/Health Officer/Fire Inspector:**

**632-4343**

Philip Neily, Building Inspector/Health Officer (Ext. 240)

[pneily@enfield.nh.us](mailto:pneily@enfield.nh.us)

Public Works Building, 74 Lockehaven Rd.

PO Box 373, Enfield NH 03748

Office Hours:	
Monday – Thursday	8 am – 1 pm

### **Conservation Commission: Whitney Hall, 23 Main Street**

**632-5026**

Leigh Davis, Chairman

PO Box 373, Enfield NH 03748

Meetings: 1st Thursday of each month, 7 pm.



**F.A.S.T. Squad:**  
Fred Cummings, Chief  
18 Depot Street  
PO Box 345, Enfield NH 03748

632-5200

**Fire Department ~ Union Street Station:**  
David J. Crate, Fire Chief  
Tim Taylor, Assistant Fire Chief  
[fire@enfield.nh.us](mailto:fire@enfield.nh.us)  
25 Union Street  
PO Box 373, Enfield NH 03748

632-4332

**Fire Department ~ Enfield Center Fire Station:**  
Richard Chase, Assistant Fire Chief  
[fire2@enfield.nh.us](mailto:fire2@enfield.nh.us)  
1100 NH Rt. 4A  
PO Box 373, Enfield NH 03748

632-5010

**Historical Records:**  
Marjorie Carr, Town Historian (Ext. 101)  
[mcarr@enfield.nh.us](mailto:mcarr@enfield.nh.us)  
Whitney Hall, 23 Main Street  
PO Box 1030, Enfield NH 03748

632-7145

**Human Services Department:**  
Diane Monmaney, Human Services Director (Ext. 117)  
[dmonmaney@enfield.nh.us](mailto:dmonmaney@enfield.nh.us)  
Whitney Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

632-5026

Office Hours:	
Monday – Friday	1 pm – 4 pm

---

**Library:****632-7145**

Marjorie Carr, Library Director (Ext. 101)

[mcarr@enfield.nh.us](mailto:mcarr@enfield.nh.us)[library@enfield.nh.us](mailto:library@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 1030, Enfield NH 03748

Library Trustee Meetings: 2nd Monday of each month, 7 pm.

Library Hours:	
Monday, Tuesday & Thursday	1 pm – 8 pm
Wednesday	10 am – 6 pm
Saturday	10 am – 2 pm

**Planning & Zoning Boards:****632-4067**

James L. Taylor, Community Development Director (Ext. 241)

[jtaylor@enfield.nh.us](mailto:jtaylor@enfield.nh.us)

Public Works Building, 74 Lockehaven Rd

PO Box 373, Enfield NH 03748

Planning Board Meetings: 2nd &amp; 4th Wed. of each month, 7 pm.

Zoning Board Meetings: 2nd Tuesday of each month, 7 pm.

Office Hours:	
Monday – Thursday	8 am – 1 pm

**Police Department:****632-7501**

Peter H. Giese, Chief of Police

[pgiese@enfield.nh.us](mailto:pgiese@enfield.nh.us)[police@enfield.nh.us](mailto:police@enfield.nh.us)

19 Main Street

PO Box 365, Enfield NH 03748

**Public Works Department:****632-4605**

D. Kenneth Daniels, Jr., Director of Public Works (Ext. 200)

[kdaniels@enfield.nh.us](mailto:kdaniels@enfield.nh.us)

74 Lockehaven Road

PO Box 373, Enfield NH 03748

Hours:	
Monday – Friday	7 am – 4 pm

**Selectmen's Office:****632-5026****TDD 632-5026**

April Whittaker, Town Manager (Ext. 115)

[awhittaker@enfield.nh.us](mailto:awhittaker@enfield.nh.us)

Alisa Bonnette, Executive Assistant (Ext. 110)

[abonnette@enfield.nh.us](mailto:abonnette@enfield.nh.us)

Wendy Huntley, Finance Assistant/Benefits Coordinator (Ext. 119)

[whuntley@enfield.nh.us](mailto:whuntley@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Selectmen Meetings: 1st &amp; 3rd Monday of each month, 5:30 pm.

Office Hours:	
Monday – Friday	8 am – 4 pm

**Stump & Brush Dump:****632-5722**

Bog Road

P.O. Box 373, Enfield NH 03748

Hours:	
May 1 through November 1, 2005	
Saturday	10 am – 2 pm
Tuesday	5 pm – 8 pm

**Tax Collector:****632-4201**

Carolee T. Higbee, Tax Collector (Ext. 114)

[chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

**Town Clerk:****632-5001**

Carolee T. Higbee, Town Clerk (Ext. 113)  
[chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)  
Whitney Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

**Transfer Station & Recycling Center:****632-5208**

39 Lockehaven Road  
P.O. Box 373, Enfield NH 03748

Hours of Operation:	
Wednesday & Thursday	12 Noon – 7 pm
Friday & Saturday	8 am – 4 pm
Closed Holidays	

**Water & Sewer Departments:****632-4002**

Paul Putnam, Chief Operator (Ext. 210)  
[pputnam@enfield.nh.us](mailto:pputnam@enfield.nh.us)  
74 Lockehaven Road  
P.O. Box 373, Enfield NH 03748

After hours emergencies ONLY, please call

**448-1212**

For billing questions call Carolee T. Higbee, Accounts Manager  
Enfield Water Works, PO Box 373, Enfield NH 03748

**632-4201**

*For your convenience, a drop box is located at the rear entrance of Whitney Hall, to the left of the entrance door. Payments and correspondence may be placed in the drop box after hours. The box is emptied daily at 9:00 am. Payments in the box at the time of collection will be considered received the prior day.*



---

# Town Officers

---

As of December 31, 2004

		Term Expires
<b>Selectmen:</b>	Keith Oppenneer, Chairman	2005
	Dominic C. Albanese	2006
	Nancy Scovner	2007
<b>Town Manager:</b>	April Whittaker	
	*                      *                      *	
<b>Advance Transit Board of Directors:</b>	Evelyn Palmer	
<b>Budget Committee:</b>	Michael Dudley	2005
	Lori Bliss Hill	2005
	Gayle Hulva, Vice Chair	2005
	Lee Carrier, Chair	2006
	Richard Martin	2006
	David L. Stewart	2006
	Chris Christopoulos, Jr.	2007
	Eric V. Crate	2007
	Shirley Green	2007
	Dominic C. Albanese, Ex-Officio	2005
<b>Building Inspector:</b>	Phil Neily	
<b>Capital Improvements Program Committee:</b>	Leigh Davis, Conservation Rep.	
	Kurt Gotthardt, Planning Board Rep.	
	Suzanne S. Laliberte, Planning Board Rep.	
	Keith Oppenneer, Selectmen's Rep.	
	Vacant, Budget Committee Rep.	
<b>Cemetery Trustees:</b>	Fred Altwater	2005
	Paul Putnam	2006
	Richard M. Henderson	2007

<b>Conservation Commission:</b>	Leigh Davis, Chair	2005
	Joan Fishman	2005
	Fred Paradis	2006
	Alan Strickland	2006
	Tom Clark	2007
	Gary Gaudette	2007
	Sue Hagerman	2007
	Shirley Green, Alternate	2007
	Nancy Scovner, Selectmen's Rep.	2005

**Emergency Management  
Director:**

Peter H. Giese  
John Pellerin, Deputy

**Enfield Community Building  
Board of Directors:**

Julie Huntley, Town Manager's Rep.	2007
Sharon Kiley, Citizen Rep.	2007
Ken Hill, Lions Club Rep.	2006
Tate Picard, Citizen Rep.	2006
Dominic Albanese, Selectmen's Rep.	2005

**FAST Squad:**

Fred Cummings, EMS Chief  
Jeff Densmore, EMS Assistant Chief

**Fire Chief:**

David J. Crate, Sr., Fire Chief  
Richard Chase, Assistant Fire Chief  
Timothy Taylor, Assistant Fire Chief

**Fire Wards:**

Richard D. Bean, Sr.	2005
Timothy Taylor	2006
David J. Crate, Sr.	2007

**Heritage Commission:**

Mary Ann Haagen	2005
Evelyn Palmer	2005
Dominic Albanese, Ex-Officio	2006
Meredith Smith, Chair	2006
Marjorie Carr	2007

**Highway Supervisor:**

Michael A. Sousa

<b>Human Services Director:</b>	Diane Monmaney	
<b>Inspectors of Election:</b>	Fred Altwater	2006
	Kathleen Decato	2006
	Judy Kmon	2006
	Robert Foley	2006
	Marjorie Hayes, Alternate	2005
	Sally Cross, Alternate	2006
	Rebecca Powell, Alternate	2006
<b>Library Director:</b>	Marjorie Carr	
	Cindy Knox, Assistant Librarian	
<b>Library Trustees:</b>	Bart Thurber	2005
	Judith Kmon	2006
	Francine Lozeau	2007
<b>Moderator:</b>	David Beaufait, M.D.	2006
<b>Planning Board:</b>	Craig Daniels, Vice Chair	2005
	Timothy Taylor, Chair	2005
	Leafie I. Cantlin	2006
	Suzanne S. Laliberte	2006
	Kurt Gotthardt	2007
	Kelley Wescott	2007
	Sandra Akacem, Alternate	2007
	David Saladino, Alternate	2007
	Terry Terry, Alternate	2007
	Keith Oppenneer, Ex-Officio	2005
<b>Planning/Zoning/Economic Development Officer:</b>	James L. Taylor	
<b>Police Officers:</b>	Peter H. Giese, Chief of Police	
	Richard A. Crate, Jr., Captain	
	Scott Thompson, Lieutenant	
	Kenneth May, Sergeant	
	Keith Bergeron, Patrolman	
	Roy Holland, Patrolman	
	Jeffrey Hunold, Patrolman	
	Vern Bond, Special Officer	

<b>Public Works Director:</b>	D. Kenneth Daniels, Jr.	
<b>Recreation Commission:</b>	David Carr	2005
	Stephanie Felix Small	2005
	Carol Felix, Chairman	2006
	Jane Smardon	2007
	Gene Talsky	2007
<b>School Board Members:</b>	Mary Cuthbertson	2006
	Katherine Plumley	2007
<b>School Budget Committee Members:</b>	James C. Gerding, Sr.	2006
	Michael Crate	2004
<b>Sewer Sub-Committee:</b>	Wayne Claflin	
	Craig Daniels	
	Tim Jennings	
	C. James Martel	
	Alice Taylor	
<b>Shaker Recreation Park Development Committee:</b>	Dana Arey	
	Jane Plumley, Chairman	
<b>Solid Waste &amp; Recycling Committee:</b>	Sandra Akacem	2005
	Mike Crate	2005
	Nicole Hamilton, Secretary	2005
	Keith Oppenneer	2005
	Fran Perillo	2005
	Becky Powell	2005
	Steve Stancek, Chair	2005
<b>Supervisors of the Checklist:</b>	Nancy H. Foley	2006
	William Hayes	2008
	James C. Gerding, Sr., Chairman	2010



---

		Term Expires
<b>Tax Collector:</b>	Carolee T. Higbee Sandy Romano, Deputy	2005
<b>Town Clerk:</b>	Carolee T. Higbee Sandy Romano, Deputy	2005
<b>Town Historian:</b>	Marjorie Carr	
<b>Town Offices/Library Needs</b>		
<b>Assessment Committee:</b>	Leafie Cantlin	2006
	Henry Cross	2006
	Gayle Hulva, Budget Committee Rep.	2006
	Dan Kiley	2006
	Lee Ann Marsh	2006
	Paul Mirski	2006
	Keith Oppenneer, Selectmen's Rep.	2006
	Pat Paradis	2006
	Doug Smith, Enfield Village Assoc. Rep.	2006
	Library Trustee, Library Rep.	2006
<b>Treasurer:</b>	Donna I. Schmanska Joyce Osgood, Deputy	2005
<b>Trustees of Trust Funds:</b>	Cindy Hollis	2005
	John Carr	2006
	Ellen H. Hackeman	2007
<b>UVLSRPC Commissioners:</b>	Sandra Akacem Keith Oppenneer	
<b>Zoning Board of Adjustment:</b>	Craig Daniels, Vice Chairman	2005
	Paul Mirksi	2006
	Curtis Payne, Clerk	2006
	Cecilia Aufiero	2007
	Edward Scovner, Chairman	2007
	Timothy D. Lenihan, Alternate	2007
	Nancy Scovner, Alternate	2007

---

---

# Roster of the General Court

---

2004 – 2005

## **GOVERNOR**

John Lynch, d, State House, 25 Capital St., Concord NH 03301, (603) 271-2121

## **UNITED STATES SENATOR**

Judd Gregg, r, 393 Russell Senate Office Building, Washington DC 20510,  
(202) 224-3324

John E. Sununu, r, 111 Russell Senate Office Building, Washington DC 20510,  
(202)224-2841

## **REPRESENTATIVE IN CONGRESS – DISTRICT 2**

Charles Bass, r, 2421 Rayburn House Office Building, Washington DC 20515,  
(202) 225-5206

## **EXECUTIVE COUNCILORS – DISTRICT 1**

Raymond S. Burton, r&d, Bath (338 River Road) 03740, (603) 787-6941

## **STATE SENATORS – DISTRICT 5**

Peter H. Burling, d, 107 North Main Street, Room 304, Concord NH 03301,  
(603) 271-2111

## **STATE REPRESENTATIVES – DISTRICT 10**

Paul Mirski, r, PO Box 190, Enfield Center NH 03749, (603) 632-4945

Catherine Mulholland, d, 134 Gifford Hill Road, Grafton NH 03240-3909,  
(603) 523-4497

Peter E. Solomon, d, PO Box 163, Canaan NH 03741-0163, (603) 523-4562

---

## Candidates for Elected Office ~ March 8, 2005

---

The candidates listed below are running for office in 2005 and will be voted by ballot on Tuesday, March 8, 2005 in the Whitney Hall Auditorium. The polls will be open from 8:00 a.m. until 7:00 p.m. The term of office for each of the positions listed below is three years.

**One Selectman:**

Jeffrey C. Densmore  
Curtis E. Payne

**One Town Clerk:**

Carolee T. Higbee

**One Treasurer:**

Donna Schmanska

**One Trustee of Trust Funds:**

Cynthia A. Hollis

**One Cemetery Trustee:**

**One Fire Ward:**

Richard D. Bean, Sr.  
Wayne Claflin  
Richard A. Martin

**One Library Trustee:**

Bart Thurber

**One Zoning Board of Adjustment Member:**

Craig Daniels

**Three Budget Committee Members:**

Judith M. Finsterbusch  
Lori Bliss Hill  
Gayle Hulva  
Lori Saladino





---

# Town of Enfield



## 2005

# Town Meeting Warrant

# Town of Enfield

## 2005 TOWN WARRANT

To the inhabitants of the Town of Enfield, in the County of Grafton,  
qualified to vote in Town affairs:

Take notice and be warned that the Annual Town Meeting of the Town of Enfield, New Hampshire, will be held on two days as follows:

**On Tuesday, *March 8, 2005***, in the Whitney Hall Auditorium, 23 Main Street, Enfield, there will be voting only by Official Ballot for the election of Town Officers and all other articles requiring vote by Official Ballot. Note: By law, the meeting must open before the voting starts. Therefore, the meeting and polls will open at 8:00 a.m. for the consideration of all ballot articles. At 12:00 NOON the meeting will recess, but the polls will remain open.

Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 7 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

The meeting will reconvene **Saturday, March 12, 2005**; Articles 1 through 8 will be presented and articles 8 through 24 will be presented, discussed and acted upon beginning at 9:00 a.m. at the Enfield Elementary Village School, located off Route 4, Enfield, NH.

**Article 1.** To choose by ballot all necessary Town Officers for the ensuing year.

## For Three Years:

One Selectman  
One Town Clerk  
One Treasurer  
One Trustee of Trust Funds  
One Cemetery Trustee  
One Fire Ward  
One Library Trustee  
One Zoning Board of Adjustment Member  
Three Budget Committee Members

---

**Please Note:** In Articles 2 through 7 words in *Italics* are removed and words in **Bold** are added.

**Article 2.** Are you in favor of the adoption of **Amendment #1**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance as follows?

To see if the Town will vote to correct ambiguous language in the Non-Conforming Lots and Uses section by amending Article IV, Section 413.4 which reads:

4. Any and all non-conforming uses of land, buildings or structures which are abandoned, discontinued or vacated or which are partially or wholly destroyed by reason of any cause whatsoever, including obsolescence, fire, explosion, storm, or other acts of God, may be resumed or restored and operated in their former non-conformity if same is started within one year *of* the disruption and completed within twelve (12) months thereafter.

The replacement uses (or buildings and structures, if applicable) must be in the same location, and of the same dimensions as before the damage, *unless change of location or dimensions would make the replacement more conforming.*

To Read:

4. Any and all non-conforming uses of land, buildings or structures which are abandoned, discontinued or vacated or which are partially or wholly destroyed by reason of any cause whatsoever, including obsolescence, fire, explosion, storm, or other acts of God, may be resumed or restored and operated in their former non-conformity if same is started within one year **following** the disruption and completed within twelve (12) months thereafter.

The replacement uses (or buildings and structures, if applicable) must be in the same location, and of the same dimensions as before the damage.

**Article 3:** Are you in favor of the adoption of the following **Amendment #2**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will vote to include a definition of a farm in the Enfield Zoning Ordinance by adding the following to the Appendix Definitions section.

---

**Farm:** Any land, buildings, or structures on or in which agriculture and farming activities are carried out or conducted and shall include the residence or residences of owners, occupants, or employees located on such land. Structures shall include all farm outbuildings used in the care of livestock, and in the production and storage of fruit, vegetables, or nursery stock; in the production of maple syrup; greenhouses for the production of annual or perennial plants; and any other structures used in operations named in paragraph II of section 21:34-a of the NH RSA.

**Article 4:** Are you in favor of the adoption of the following **Amendment #3**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will vote to include a definition of a junkyard in the Enfield Zoning Ordinance add the following to the Appendix Definitions section.

**Junkyard:** A place used for storing and keeping, or storing and selling, trading, or otherwise transferring old or scrap metals, rope, rags, batteries, paper, trash, rubber products, glass, plastic, construction waste, or other materials, in quantities beyond that which an average family would retain; or multiple non-registered motor vehicles, including but not limited to the types of junkyards found in RSA 236:112.

**Article 5:** Are you in favor of the adoption of the following **Amendment #4**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will vote to update the description of the Community Business (CB) District Boundary by amending the street names to reflect current names and correcting conflicting language, to match the Official Zoning Map adopted in 1997, by amending Article III, Section 303, which reads:

**303 COMMUNITY BUSINESS DISTRICT (CB) (See Figure A.)**

*1. That area along Route 4 bordered on the west by Flanders and Oak Grove Streets, on the south by the railroad tracks extending to the Canaan Town line, on the east and north by the Canaan Town line, to a line 500 feet east of Anderson Hill Road, to a line extending 400 feet to the north Route 4 ROW from the Canaan line to Flanders Street.*



---

2. *That area bordering Route 4 beginning at Oak Grove Street extending westward along Route 4 to the western most property line of property presently owned by Carole Travers shown on tax map 14 lot number 40 and extending southward of Route 4 right-of-way for a distance of three hundred fifty feet, then northward across Route 4 by a perpendicular line to Route 4 for a distance three hundred fifty feet from Route 4 right-of-way, then easterly along Route 4 to Flanders Street and extending northward of Route 4 right-of-way for a distance of three hundred fifty feet; on the south by the railroad tracks extending to the Canaan Town line; on the east and north by the Canaan Town line and a line extending four hundred feet to the north of Route 4 right-of-way from the Canaan Town line to Flanders Street, then along Flanders Street.*

To Read:

**303 COMMUNITY BUSINESS DISTRICT (CB) (See Figure A.)**

**That area along Route 4 beginning at a point on the centerline of Oak Grove Street, three hundred feet from the centerline of US Route 4; then extending westward along a line parallel to Route 4, at a distance of three hundred fifty feet, to the western most property line of property presently shown as tax map 14, lot number 40; then northward across US Route 4 along a line perpendicular to US Route 4, to a point three hundred and fifty feet from the US Route 4 centerline, then easterly along a line parallel to US Route 4, at a distance of three hundred and fifty feet from the centerline of US Route 4, to the centerline of Flanders Street; then extending northward along the centerline of Flanders Street to a point four hundred from the US Route 4 right-of-way; then easterly along a line parallel to US Route 4, at a distance of four hundred feet from the center line of Route US 4, to a point five hundred feet east of the Anderson Hill Road centerline; then along a line extending northward along a line parallel to Anderson Hill Road, at distance of five hundred feet from the centerline of Anderson Hill Road, to the Canaan Town Line; then along the Canaan Town Line, easterly to the centerline of the NH Rail Trail; then westerly along the centerline of the NH Rail Trail to a point on a line extending perpendicular to Main Street, extending from the centerline of Oak Grove Street; then northerly along said line to centerline of Oak Grove Street; then along the centerline of Oak Grove back to the starting point.**

**Article 6:** Are you in favor of the adoption of the following **Amendment #5**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

**To see if the Town will vote to bring the Town of Enfield definition of a wetland in line with the State of New Hampshire definition of a wetland by amending Article IV, Section 406.2 which reads:**

*Wetlands shall be defined as swamps, marshes, bogs and other very poorly drained or poorly drained soils and shall include, but not be limited to, those areas which are designated prime wetlands as defined by the State's most recent Soil Conservation Service Soil Survey of the Town of Enfield.*

*1. Swamps are areas where the water table is at or near the ground surface for a significant part of the year. The vegetational community consists mostly of trees and woody shrubs, such as:*

<i>Alders</i>	<i>Common Elder</i>	<i>Sphagnum Moss</i>
<i>Arrow-wood</i>	<i>Highbush Blueberry</i>	<i>Spicebush</i>
<i>Atlantic White Cedar</i>	<i>Marsh Rose</i>	<i>Sweet Pepperbush</i>
<i>Black Ash</i>	<i>Poison Sumac</i>	<i>Tamarack (Larch)</i>
<i>Black Gum</i>	<i>Red Maple</i>	<i>Willows</i>
<i>Black Spruce</i>	<i>Rhodora</i>	<i>Winterberry</i>
<i>Buttonbush</i>		

*2. Marshes are treeless wetlands dominated by soft-stemmed herbaceous plants. The surface of the marsh is covered with water year-round, though seasonal fluctuations in water depth are expected. Marshes range from the wet meadows variety to deep marshes, which can be covered with several feet of water. The vegetational community is made up of some or all of the following:*

<i>Arums</i>	<i>Horsetails</i>	<i>Cottongrasses, &amp;</i>
<i>Bladderworts</i>	<i>Hydrophylus Grasses</i>	<i>Woodgrasses</i>
<i>Bur-reeds</i>	<i>Leatherleaf</i>	<i>Smartweeds</i>
<i>Cattails Pickerel</i>	<i>Weeds</i>	<i>Sweet Gale</i>
<i>Duckweeds</i>	<i>Rushes</i>	<i>Water-lilies</i>
<i>Eelgrass</i>	<i>Sedges, including</i>	<i>Water Milfoil</i>
<i>Frog's-bits</i>	<i>Bulrushes,</i>	

*3. Bogs consist of peat and muck deposits of significant depth and are characterized by a distinct group of trees and plants, which are adapted to the bog's highly acidic conditions. The water in a bog is practically devoid of oxygen and nutrients. Bogs usually develop in undrained glacial depressions. Typical plants are:*

<i>Atlantic White Cedar</i>	<i>Bog Rosemary</i>	<i>Rhodora</i>
<i>Black Spruce</i>	<i>Cottongrass</i>	<i>Sedges</i>
<i>Bladderworts</i>	<i>Highbush Blueberry</i>	<i>Sheep Laurel</i>

---

*Bog or Buckbean*  
*Bog Laurel*

*Leatherleaf*  
*Pale Laurel*  
*Pitcher-plants*

*Sphagnum Moss*  
*Sundews*  
*Sweet gale*

#### To Read:

A wetland is an area that is inundated or saturated by surface or ground water at a frequency and duration sufficient to support and that under normal conditions does support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands include, but are not limited to, swamps, marshes, bogs and similar areas.

**Article 7 (By Petition):** Are you in favor of the adoption of the following **Amendment #6**, brought forward by petition, for the Town of Enfield Zoning Ordinance?

To see if the Town will vote to amend the Town of Enfield definition of a wetland found in Article IV, Section 406.2 to read:

**A wetland is an area of land that is inundated or saturated by surface or ground water. This inundation or saturation occurs at a frequency and duration sufficient to support and, under normal conditions, does support a prevalence of vegetation typically adapted for life in saturated soil. Wetlands will include swamps, marshes, bogs and similar areas and be of sufficient size (20+ acres) and complexity so as to significantly and materially contribute wetland functions.**

#### Definitions of Note:

**Inundated – to cover with water: overflow.**

**Saturate – full of moisture: made thoroughly wet.**

**Prevalence – dominate: widespread.**

**Significantly – importance: having influence or effect.**

**Materially – having real importance or great consequence.**

**Complexity – a whole made up of interrelated parts.**

**Prime – first in rank and significance**

The Planning Board does not support this article.

---

**Article 8:** To see if the Town will vote to adopt the provisions of NH RSA 162-K MUNICIPAL ECONOMIC DEVELOPMENT AND REVITALIZATION DISTRICTS. By adopting the statute, the town would thereafter have all the authority, powers, duties, and responsibilities set forth in Chapter 162-K, including the power for the Town Meeting to establish development programs and tax increment financing plans, including adoption of Article 9 at this year's 2005 Annual Town Meeting.

*(Majority Vote required)*

*The Board of Selectmen recommends this article.*

**Article 9:** To see if the town will vote to establish a municipal economic development and revitalization district for an area as shown on map entitled "Enfield Tax Increment Finance District dated February 9<sup>th</sup>, 2005" per revised state statutes Chapter 162-K. This district formation and plan proposes several public infrastructure projects that would be instrumental in contributing to new investment and reinvestment in the area. Further this plan authorizes the Board of Selectmen to appoint a five-member (5) Advisory Board for such a District and to delegate administration of the plan to the Community Development Director in cooperation with the Advisory Board and Board of Selectmen. Said District to be in existence for a period of 15 years unless rescinded or extended by Town Meeting.

*(Majority Vote required)*

*The Board of Selectmen recommends this article.*

**Article 10:** To see if the town will vote to raise and appropriate forty thousand dollars (\$40,000) for conceptual infrastructure engineering plans for the "Enfield Tax Increment Finance District dated February 9<sup>th</sup>, 2005." This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the conceptual plans are completed or by December 31<sup>st</sup>, 2007, whichever is sooner. (Estimated tax impact 10 cents per \$1000 valuation.)

*(Majority Vote Required)*

*The Board of Selectmen recommends this article.*

*The Budget Committee recommends this article.*

**Special Warrant Article**

**Article 11:** To see if the Town will vote to (i) raise and appropriate the Budget Committee's and Board of Selectmen's recommended sum of four million, eighty-seven thousand, three hundred and eighteen dollars, (\$4,087,318),



which represents the operating budget, and (ii) authorize the use of \$12,000 from the public works/equipment capital reserve, and \$10,000 from the Police Equipment Reserve to defray operating budget request. The balance to be raised through general taxation. This article does not include appropriations voted in other warrant articles. (Estimated tax impact \$5.77 per \$1,000 valuation)

(Majority Vote Required)  
*The Board of Selectmen recommends this article.*  
*The Budget Committee recommends this article.*

**Article 12:** To see if the Town will vote to raise and appropriate the following sums for Regional Association requests:

Regional Association	Appropriation
Advance Transit	\$ 3,000
Community Action Program (LISTEN)	2,900
Headrest	3,000
Visiting Nurse Association	16,850
Senior Citizens Council	4,750
WISE	2,300
Museum at Lower Shaker Village	4,500
West Central Behavioral Health	1,000
Enfield Village Association	10,000
<b>Total</b>	<b>\$ 48,300</b>

(Estimated tax impact 12 cents per \$1,000 valuation)

(Majority Vote Required)  
*The Board of Selectmen recommends this article.*  
*The Budget Committee recommends this article.*

**Article 13:** To see if the Town will vote to raise and appropriate the sum of forty thousand dollars (\$40,000) for the Community Building site construction. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the site construction is completed or by December 31<sup>st</sup>, 2008, whichever is sooner. (Estimated tax impact 10 cents per \$1000 valuation.)

(Majority Vote Required) **Special Warrant Article**  
*The Board of Selectmen recommends this article.*  
*The Budget Committee recommends this article.*

**Article 14:** To see if the Town will vote to raise and appropriate the sum of forty thousand dollars (**\$40,000**) for reconstruction of the so-called Whaleback Mountain Road Bridge. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the bridge is completed or by December 31<sup>st</sup>, 2006, whichever is sooner. (Estimated tax impact 10 cents per \$1000 valuation.)

*(Majority Vote Required)*

***The Board of Selectmen recommends this article.***

***The Budget Committee recommends this article.***

**Special Warrant Article**

**Article 15:** To see if the Town will vote (i) to raise and appropriate the sum of two hundred and seventy four thousand dollars (**\$274,000**) (ii) to purchase the following Public Works vehicles, (iii) to authorize the amount of fifty-nine thousand dollars (**\$59,000**) to be withdrawn from the Public Works Vehicle/Equipment Capital Reserve fund established for this purpose, and (iv) to authorize the use/transfer of fifty thousand dollars (**\$50,000**) of the December 31<sup>st</sup>, 2004 fund balance for this purpose. (Estimated tax impact 40 cents per \$1000 valuation.)

12 yard Dump Truck with plow, wing and spreader	\$146,000
7 yard Dump Truck with plow, wing, and spreader	\$128,000

*(Majority Vote Required)*

***The Board of Selectmen recommends this article.***

***The Budget Committee recommends this article.***

**Article 16:** To see if the Town will vote to (i) raise and appropriate forty-eight thousand dollars (**\$48,000**) for aerial photography, planimetric mapping and digitization of the town's tax maps and (ii) authorize withdrawal of thirty-eight thousand dollars (**\$38,000**) from the Technology Capital Reserve Fund established for this purpose. (Estimated tax impact 2. 5 cents per \$1000 valuation.)

*(Majority Vote Required)*

***The Board of Selectmen recommends this article.***

***The Budget Committee recommends this article.***

**Article 17:** To see if the Town will vote to (i) raise and appropriate the sum of twenty thousand dollars (**\$20,000**) for the acquisition of a GPS unit, and (ii) authorize withdrawal of ten thousand dollars (**\$10,000**) from the Technology Capital Reserve Fund established for this purpose. (Estimated tax impact 2.5 cents per \$1000 valuation.)

*(Majority Vote Required)*  
*The Board of Selectmen recommends this article.*  
*The Budget Committee recommends this article.*

**Article 18:** To see if the Town will vote to raise and appropriate the sum of one hundred and thirty-eight thousand dollars (**\$138,000**) to be placed in previously established Capital Reserve Funds, as follows:

Capital Reserve Account	Appropriation	Estimated Tax Impact Per \$1,000 Valuation
Technology Services <sup>(2)</sup>	30,000	7 cents
Ambulance <sup>(2)</sup>	10,000	2. 5 cents
Fire Vehicle/Equipment <sup>(1)</sup>	40,000	10 cents
Public Works Vehicle/Equipment <sup>(2)</sup>	50,000	17 cents
Sidewalk Construction <sup>(2)</sup>	8,000	2 cents
<b>Total</b>	<b>\$138,000</b>	<b>33 cents</b>

*(Majority Vote Required)* **Special Warrant Article**  
*The Board of Selectmen recommends this article.*  
*The Budget Committee recommends this article.*

Authorization to expend: <sup>(1)</sup> Town Meeting, <sup>(2)</sup> Board of Selectmen, <sup>(3)</sup> Water & Sewer Commissioners (Board of Selectmen), <sup>(4)</sup> Cemetery Board of Trustees, <sup>(5)</sup> Library Board of Trustees.

**Article 19:** To see if the Town will vote (i) to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of bridge construction, (ii) to raise and appropriate the sum of five thousand dollars (**\$5,000**) to be placed in this fund, and (iii) name the Board of Selectmen as “Agents to Expend.” (Estimated tax impact is 1 cent per \$1,000 valuation.)

*(Majority Vote Required)*

**Special Warrant Article**

*The Board of Selectmen recommends this article.*

*The Budget Committee recommends this article.*

**Article 20:** To see if the Town will vote (i) to establish a Non-Capital Reserve Fund under the provisions of RSA 35:1-c for the purpose of a Library Technology Fund, (ii) to raise and appropriate the sum of five thousand dollars (**\$5,000**) to be placed in this fund, and (iii) name the Library Trustees as “Agents to Expend.” (Estimated tax impact is 1 cent per \$1,000.)

*(Majority Vote Required)*

**Special Warrant Article**

*The Board of Selectmen recommends this article.*

*The Budget Committee recommends this article.*

**Article 21:** Shall the Town raise and appropriate the sum of nine hundred dollars (**\$900**) from the undesignated fund balance, for deposit into the Cemetery Maintenance Fund, an expendable general trust fund previously established under the provisions of RSA 31:19-a for the purpose of maintaining cemeteries? This money represents 2004 revenue from the sale of cemetery lots in 2004 and is available to offset the appropriation. (This article has no impact to the proposed 2005 Tax Rate.)

*(Majority Vote Required)*

**Special Warrant Article**

*The Board of Selectmen recommends this article.*

*The Budget Committee recommends this article.*

**Article 22:** Shall we modify the elderly exemptions from property tax in the Town of Enfield based on assessed value, for qualified taxpayers, to be as follows:

for a person 65 years of age up to 75 years, \$ 46,000;  
for a person 75 years of age up to 80 years, \$ 69,000;  
for a person 80 years of age or older, \$ 92,000.

---

To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than twenty thousand dollars (\$20,000) or if married, a combined net income of less than twenty-eight thousand dollars (\$28,000); and own net assets not in excess of seventy thousand dollars (\$70,000) excluding the value of the person's residence.

*(Majority Vote required)*

***The Board of Selectmen recommends this article.***

**Article 23:** To authorize the Town of Enfield Fire Department to go to the aid of another city, town, village or fire district within or without the state, for the purpose of extinguishing a fire, rendering other emergency assistance, or performing any detail requested in accordance with New Hampshire Revised Statutes Annotated 154:24.

*(Majority Vote required)*

***The Board of Selectmen recommends this article.***

**Article 24:** To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

A true copy of warrant attest

Keith Oppenneer  
Dominic C. Albanese  
Nancy Scovner

BOARD OF SELECTMEN  
ENFIELD NH



---

**The following articles were approved, until rescinded, by the voters at Town Meeting. The voters may reverse these decisions by a majority vote at a subsequent Town Meeting, provided an article is included on the warrant. An article may be placed on the warrant by the Board of Selectmen or by petition [RSA 40:13, II-a (b)].**

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 31:95-b providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 202-A:4-c providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority the Public Library Trustees to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:95-e providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept gifts of personal property, other than money, which may be offered to the Town for any public purpose? The selectmen must hold a public hearing before accepting such gift, and the acceptance shall not bind the Town to raise, appropriate, or expend any public funds for the operation, maintenance, repair, or replacement of any such personal property.

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 202-A:4-d providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the library trustees to accept gifts of personal property, other than money, which may be offered to the library for any public purpose, provided, however, that no acceptance of personal property by the library trustees shall be deemed to bind the town or the library trustees to raise, appropriate or expend any public funds for the operation, maintenance, repair or replacement of such personal property?

---

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 33:7 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to borrow money in anticipation of taxes?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 80:80 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to administer, sell or otherwise dispose of any tax lien or real estate acquired by tax title or otherwise, by public auction, by advertised sealed bids, or to otherwise dispose of as justice may require, providing that if such property is to be sold at public auction, then the same shall be advertised sixty (60) days in advance of sale and again forty-five (45) days in advance of sale with notice posted in three public places and two local newspapers of wide circulation for two consecutive weeks?

Adopted March 10, 1998: Shall the Town vote to authorize indefinitely, until specific rescission of such authority, the selectmen to accept the dedication of any street shown on a subdivision plat approved by the Planning Board, provided such street has been constructed to applicable town specifications as determined by the selectmen and their agent?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:19 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept, on behalf of the Town, gifts, legacies, and devises made to the Town in trust for any public purpose?

Adopted March 13, 2001: Shall the Town authorize the Selectmen to accept for the Town parcels of land, which authority shall continue until rescinded, formerly the property of the Northern Railroad or state owned rights-of-way, that the New Hampshire Department of Transportation considers surplus to its needs?

---

# Town Warrant Narrative 2005

---

The narrative provided in concert to the Town Meeting Warrant is intended to be informational in nature, and states the purpose and rationale of the articles. The State of New Hampshire Budget Reporting Form identified as the MS-7, which is printed in your Town Report, provides details as to prior years appropriations and expended end of year totals for both the operational aspects and capital acquisitions together with proposed 2005 requests.

## **B**allot Articles

Articles 1 through 7 are ballot-voting articles, which will require action, either by voting in person at the election to be conducted at Whitney Hall on ***Tuesday, March 8<sup>th</sup>, 2005*** or by absentee ballot. All absentee ballots should be directed through the office of the Town Clerk. To confirm ~ voting will take place

<b>Where:</b>	<b>Whitney Hall Auditorium, 23 Main Street, Enfield</b>		
<b>When:</b>	<b>Tuesday, March 8, 2005</b>		
<b>Polls Open:</b>	<b>8:00 a.m.</b>	<b>Polls Close:</b>	<b>7:00 p.m.</b>

*NOTE: If you have not yet registered to vote, you may register on the actual day of voting. Please bring a means of identification denoting physical abode and location.*

**Article 1:** Election of Town Officers for the ensuing year.

**Articles 2 ~ 7:** These article amendments are essentially of a “house keeping” nature and are indicative of problems or concerns that have arisen in the last year of work by the Planners. The amendments and consequent language are intended to provide clarity and updates to the Ordinances, and mimic legal definitions.

## **D**eliberative Session

Meeting will reconvene:

<b>When:</b>	<b>Saturday, March 12, 2005</b>
<b>Place:</b>	<b>Enfield Elementary School, US Route 4, Enfield</b>
<b>Time:</b>	<b>9:00 a.m.</b>

---

## **O**perational Budget

**Article 8 & 9:** The Board of Selectmen is recommending to the town to form a financial district known as the Enfield Tax Increment Finance District (dated February 9<sup>th</sup>, 2005) in accordance with RSA 162-K. This proposed district and plan proposes several public infrastructure projects that would be instrumental in contributing to new investment and reinvestment into the area as defined. Tax increment means the amount of taxes raised in a defined district due to increases in assessed value over the assessed value at the time of the district's establishment. The essence of a "TIF" is that it is a tool for financing a development project from the revenue(s) that the project itself generates within the district. The town is allowed to restrict 100% of the incremented revenues to a special fund, which may be utilized to either save for a particular project or to bond for infrastructure improvements, paying down the debt with the incremented revenues. Without a TIF district improvement projects would normally have to be funded through the general fund and would be supported by general taxation i.e. on the tax rate. The TIF financial tool allows governments to accrue revenues from improvements only to pay for projects thus avoiding impact to the tax rate. A public hearing was conducted on February 9, 2005 ~ details of the district and map together with written copies of the plan are available from the Town Offices or from the Planning Office. A Tax Increment Finance District does not impact or cause any special assessments over and above what would happen during normal assessment procedures to property owners within the district. The Mascoma School District and the Grafton County Commissioners support the formation of the District.

**Article 10:** This article partners the TIF permissive request. The TIF plan denotes the construction of sewer and water lines within the geographic district. In order to fully evaluate the costs of such construction and to be considered for State Revolving fund loans and grants, the town must provide conceptual plans. The money requested will provide for engineering expertise in the production of such plans.

**Article 11:** This article is indicative of the operational appropriations for the Town Departments, including sewer and water, as depicted on the Form **MS-7 Budget of the Town**, with the exclusion of the Regional Association's requests. Please note that these requests are in an individual warrant article, namely Article 11.

As you have seen within your own household budgets, many utility, gas, fuel and heating oil costs have increased dramatically, over which we have little control. We have felt these impacts to our use, and to the function of governmental



---

buildings, and vehicles. This budget also includes costs associated with the hiring of a 7<sup>th</sup> officer to the police department as voted at the 2004 session, and the town has taken over the responsibility for operations and maintenance of the Enfield Community Building. This article also includes the annual replacement cycle for aging cruisers. In the past this request has normally been a single warrant article, but at the request of voters has now been rolled into the operating budget request.

2005 sees full implementation of the 2004 Salary & benefit pay plan. 2004's budget was indicative of 9 months impact as opposed to 12 months within the 2005 cycle. The Board of Selectmen has supported a 1% Cost of Living increase and a 2.5% step increase subject to satisfactory evaluation to be implemented as of April 1 subject to town meeting vote. The Upper Valley has continued throughout 2004 to have the lowest unemployment rate in New Hampshire (1%) and the Department of Labor's November 2004 bulletin reports the following *"When comparing quarterly average weekly wages by sector over the last 3 years, it does not seem that employment losses necessarily mean a drop in average weekly wages. In other words a job in information, professional and technical services or manufacturing still pays at least \$200 to \$400 more on average than a job in government, health care or social assistance."*

Health Insurance costs rose by 13%, but we have managed to reduce our Workers Compensation insurance by \$12,000. This discount will require certain training implementations to be met to maintain a continued discount into the next fiscal cycle. Any department who fails to meet the required training audit process will automatically cause the town to lose the discount of 15% off the premium.

Once again, the Board of Selectmen and Budget Committee have supported requests that further the town with forward planning and technology innovations.

Please note that the Selectmen's recommendations and Budget Committee recommendations are in partnership, and denote no difference in presentation of numbers.

**Article 12:** This year we are, again, presenting Regional Association requests separate from the operating budget. Once again, a comprehensive analysis was conducted of the requesting agencies.

**Article 13:** This article is supportive of the on-going improvements at Huse Park and the new construction of the Community Building. To complete full construction of the parking lot, lighting, landscaping and construction of a handicap ramp to ADA standards, the total cost of the project was estimated at \$80,000. Given the constraints of the budget, the Board and Budget Committee



---

broke the costs out over a 2-year cycle. 2005 will fund ramp construction, lighting installation and any left over funds towards the purchase of granite curbing for the next cycle of parking lot construction.

**Article 14:** In September 2004 the town received notice from the State of New Hampshire Bridge Inspection Division that the so-called Whaleback Bridge was listed as having “critical deficiencies.” This is a liability issue for the town.

**Article 15:** Annual request to replace aging DPW vehicles in replacement cycle per the Capital Improvements Program. Appropriation will be defrayed by use of \$59,000 from the Capital Reserve Fund and \$50,000 of unexpended fund balance.

**Article 16:** The amount requested is to begin the process of updating the tax maps, which are inaccurate with differing scales. This process of digitizing the tax maps is the first step to incorporating a Geographic Information System in sync with state maps, and County Recording Registry’s, and to have in-house capabilities to upgrade our own mapping as opposed to contracting. This request also supports the town’s on-going planning goals.

**Article 17:** The requested acquisition of a GPS unit will assist in mapping capabilities by accurate location of infrastructure, base mapping and survey work, and again, is requested to further the town’s planning goals.

**Article 18:** Represents requests for continued existing Capital Reserve funding established in prior years. The capital reserve is a sound fiscal planning that aims to defray tax spikes, and is the backbone of many town and city budget cycles.

**Article 19:** This article is requesting the establishment of a new reserve for Bridge construction. Together with the report regarding the unsatisfactory condition of Whaleback Bridge, we have been advised that Boys Camp Road Bridge needs to be reconstructed, and would be available for Bridge State aid in 4 years. In order to be considered for any state aid, the town must actively show that a proactive plan has been undertaken by setting up a savings account by way of the Reserve Account.

**Article 20:** The Library’s Computers are beginning to show “aging” and a replacement plan is required. By statute, the library enjoys an “independent” status from the town’s general fund, hence the request for a Library Technology Capital Reserve Fund.

**Article 21:** This article is “housekeeping” for audit purposes.

---

**Article 22:** In light of the recent town wide revaluation of property values, it is necessary to modify the Elderly Exemptions so that current applicable residents will not be impacted, or have a lesser impact due to the higher assessed values.

**Article 23:** This article is an update to our current mutual aid pact and will allow the Town of Enfield to be a formal member of the hazardous materials response district and for Enfield emergency personnel to be responders.

**Article 24:** This article allows voters to transact any other business that may legally come before Town Meeting. Items brought up for discussion can only be advisory or informational in content and nature. Any items requesting the Town to raise and appropriate money cannot come before the meeting under this article.

---

# Town of Enfield



# Financial Reports

---

## 2005 Salary Classification Plan

---

Grade	Class Allocation
1	
2	Police Department Clerk Intern (Grade assigned by Town)
3	
4	Recreation Department Assistant (Camp Counselor)
5	Lifeguard, Animal Control Officer, Crossing Guard, Seasonal Groundsworker
6	
7	
8	Custodian, Grounds Maintenance Worker, Solid Waste Facility Operator
9	Swimming & Lifeguard Director, Camp Director
10	Secretary/Clerk ~ Public Works, Library Clerk/Substitute
11	Laborer/Truck Driver, Lead Solid Waste Facility Operator, Secretary/Clerk ~ Water & Sewer, Water & Sewer Laborer
12	Light Equipment Operator/Truck Driver, Recreation Director, Human Services Director
13	Heavy Equipment Operator
14	Deputy Town Clerk, Deputy Tax Collector
15	Grounds Crew Supervisor, Dispatcher/Executive Secretary, Part-Time Police Officer, Water & Sewer Operator
16	Administrative Assistant/Network Specialist, Assessing Administrator, Financial Assistant/Benefits Coordinator, Mechanic, Tax Collector, Town Clerk, Assistant Highway Supervisor
17	Police Officer
18	Building Inspector, Fire Inspector, Health Officer
19	Assistant Librarian, Police Sergeant, Highway Supervisor
20	
21	Library Director, Community Development Director, Police Lieutenant
22	
23	Police Captain
24	
25	Director of Public Works, Fire Chief
26	Police Chief
27	
28	
29	Town Manager
30	



# 2004 Municipal Employee Pay Schedule Proposed Effective April 1, 2005

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1 YRLY HRLY	16,680 8.02	17,097 8.22	17,525 8.43	17,963 8.64	18,412 8.85	18,872 9.07	19,344 9.30	19,827 9.53	20,323 9.77	20,831 10.02
2	17,514 8.42	17,952 8.63	18,401 8.85	18,861 9.07	19,332 9.29	19,816 9.53	20,311 9.76	20,819 10.01	21,339 10.26	21,873 10.52
3	18,390 8.84	18,850 9.06	19,321 9.29	19,804 9.52	20,299 9.76	20,806 10.00	21,327 10.25	21,860 10.51	22,406 10.77	22,966 11.04
4	19,309 9.28	19,792 9.52	20,287 9.75	20,794 10.00	21,314 10.25	21,847 10.50	22,393 10.77	22,953 11.03	23,527 11.31	24,115 11.59
5	20,275 9.75	20,782 9.99	21,301 10.24	21,834 10.50	22,380 10.76	22,939 11.03	23,513 11.30	24,100 11.59	24,703 11.88	25,320 12.17
6	21,289 10.23	21,821 10.49	22,366 10.75	22,925 11.02	23,499 11.30	24,086 11.58	24,688 11.87	25,305 12.17	25,938 12.47	26,587 12.78
7	22,353 10.75	22,912 11.02	23,485 11.29	24,072 11.57	24,674 11.86	25,290 12.16	25,923 12.46	26,571 12.77	27,235 13.09	27,916 13.42
8	23,471 11.28	24,057 11.57	24,659 11.86	25,275 12.15	25,907 12.46	26,555 12.77	27,219 13.09	27,899 13.41	28,597 13.75	29,312 14.09
9	24,644 11.85	25,260 12.14	25,892 12.45	26,539 12.76	27,203 13.08	27,883 13.41	28,580 13.74	29,294 14.08	30,027 14.44	30,777 14.80
10	25,876 12.44	26,523 12.75	27,186 13.07	27,866 13.40	28,563 13.73	29,277 14.08	30,009 14.43	30,759 14.79	31,528 15.16	32,316 15.54
11	27,170 13.06	27,849 13.39	28,546 13.72	29,259 14.07	29,991 14.42	30,741 14.78	31,509 15.15	32,297 15.53	33,104 15.92	33,932 16.31
12	28,529 13.72	29,242 14.06	29,973 14.41	30,722 14.77	31,490 15.14	32,278 15.52	33,085 15.91	33,912 16.30	34,759 16.71	35,628 17.13

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
13	29,955 14.40 YRLY HRLY	30,704 14.76	31,472 15.13	32,258 15.51	33,065 15.90	33,892 16.29	34,739 16.70	35,607 17.12	36,497 17.55	37,410 17.99
14	31,453 15.12	32,239 15.50	33,045 15.89	33,871 16.28	34,718 16.69	35,586 17.11	36,476 17.54	37,388 17.97	38,322 18.42	39,280 18.88
15	33,026 15.88	33,851 16.27	34,697 16.68	35,565 17.10	36,454 17.53	37,365 17.96	38,300 18.41	39,257 18.87	40,238 19.35	41,244 19.83
16	34,677 16.67	35,544 17.09	36,432 17.52	37,343 17.95	38,277 18.40	39,234 18.86	40,214 19.33	41,220 19.82	42,250 20.31	43,307 20.82
17	36,411 17.51	37,321 17.94	38,254 18.39	39,210 18.85	40,191 19.32	41,195 19.81	42,225 20.30	43,281 20.81	44,363 21.33	45,472 21.86
18	38,231 18.38	39,187 18.84	40,167 19.31	41,171 19.79	42,200 20.29	43,255 20.80	44,336 21.32	45,445 21.85	46,581 22.39	47,746 22.95
19	40,143 19.30	41,146 19.78	42,175 20.28	43,229 20.78	44,310 21.30	45,418 21.84	46,553 22.38	47,717 22.94	48,910 23.51	50,133 24.10
20	42,150 20.26	43,204 20.77	44,284 21.29	45,391 21.82	46,526 22.37	47,689 22.93	48,881 23.50	50,103 24.09	51,356 24.69	52,639 25.31
21	44,257 21.28	45,364 21.81	46,498 22.35	47,660 22.91	48,852 23.49	50,073 24.07	51,325 24.68	52,608 25.29	53,923 25.92	55,271 26.57
22	46,470 22.34	47,632 22.90	48,823 23.47	50,043 24.06	51,294 24.66	52,577 25.28	53,891 25.91	55,239 26.56	56,620 27.22	58,035 27.90
23	48,794 23.46	50,014 24.05	51,264 24.65	52,546 25.26	53,859 25.89	55,206 26.54	56,586 27.20	58,000 27.88	59,450 28.58	60,937 29.30
24	51,233 24.63	52,514 25.25	53,827 25.88	55,173 26.53	56,552 27.19	57,966 27.87	59,415 28.56	60,901 29.28	62,423 30.01	63,984 30.76
25	53,795 25.86	55,140 26.51	56,519 27.17	57,931 27.85	59,380 28.55	60,864 29.26	62,386 29.99	63,946 30.74	65,544 31.51	67,183 32.30

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
26 YRLY	56,485	57,897	59,344	60,828	62,349	63,907	65,505	67,143	68,821	70,542
HRLY	27.16	27.84	28.53	29.24	29.98	30.72	31.49	32.28	33.09	33.91
27	59,309	60,792	62,312	63,869	65,466	67,103	68,780	70,500	72,262	74,069
	28.51	29.23	29.96	30.71	31.47	32.26	33.07	33.89	34.74	35.61
28	62,275	63,831	65,427	67,063	68,740	70,458	72,219	74,025	75,876	77,772
	29.94	30.69	31.46	32.24	33.05	33.87	34.72	35.59	36.48	37.39
29	65,388	67,023	68,699	70,416	72,176	73,981	75,830	77,726	79,669	81,661
	31.44	32.22	33.03	33.85	34.70	35.57	36.46	37.37	38.30	39.26
30	68,658	70,374	72,134	73,937	75,785	77,680	79,622	81,613	83,653	85,744
	33.01	33.83	34.68	35.55	36.44	37.35	38.28	39.24	40.22	41.22



BUDGET OF THE TOWN/CITY

OF: ENFIELD, NEW HAMPSHIRE

BUDGET FORM FOR TOWNS WHICH HAVE ADOPTED  
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2005 to December 31, 2005

or Fiscal Year From \_\_\_\_\_ to \_\_\_\_\_

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the entire budget in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.

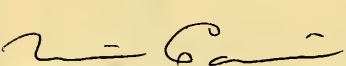
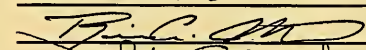

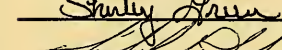
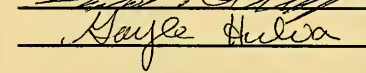
2. Hold at least one public hearing on this budget.


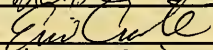
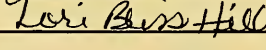
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below.

This is to certify that this budget was posted with the warrant on the (date) 2/16/2005.

BUDGET COMMITTEE

Please sign in ink.

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397



MS-7 Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (RECOMMENDED)	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR NOT RECOMMENDED
<b>GENERAL GOVERNMENT</b>								
4130-4139	Executive		148,476	145,241	160,604	XXXXXXX	XXXXXXX	XXXXXXX
4100-4148	Election, Reg. & Vital Statistics		54,121	59,374	61,446			61,446
4150-4151	Financial Administration		147,961	148,378	150,299			150,299
4152	Revaluation of Property		25,000		25,000			25,000
4153	Legal Expense		25,000	15,857	20,000			20,000
4155-4159	Personnel Administration		483,082	451,298	547,356			547,356
4181-4193	Planning & Zoning		61,052	61,417	71,380			71,380
4194	General Government Buildings		108,975	118,910	122,958			122,958
4195	Cemeteries		2,060	2,644	9,220			9,220
4196	Insurance		47,000	47,250	53,000			53,000
4197	Advertising & Regional Assoc.	12	48,300	48,300	48,300			48,300
4199	Other General Government		18,000	18,000	18,500			18,500
<b>PUBLIC SAFETY</b>								
4210-4214	Police		803,315	503,115	568,204	XXXXXXX	XXXXXXX	XXXXXXX
4215-4219	Ambulance		29,001	34,688	42,750			42,750
4220-4229	Fire		165,994	168,712	96,318			96,318
4240-4249	Building Inspection		48,989	45,127	51,527			51,527
4290-4298	Emergency Management		2,551	6,924	5,100			5,100
4299	Other (Dispatch & Police Reimbursibles)		47,332	47,918	48,500			48,500
<b>AIRPORT/AVIATION CENTER</b>								
4301-4309	Airport Operations		-	-	-	XXXXXXX	XXXXXXX	XXXXXXX
<b>HIGHWAYS &amp; STREETS</b>								
4311	Administration		442,672	404,169	451,999	XXXXXXX	XXXXXXX	451,999
4312	Highways & Streets		372,026	437,823	383,960			383,960
4313	Bridges		-	-	-			-

## MS-7 Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6	7	8	9
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 323:V)	WARR. ART. #	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (RECOMMENDED) (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED NOT RECOMMENDED		
<b>HIGHWAYS &amp; STREETS cont.</b>								
4316	Street Lighting		22,500	20,933	23,400		23,400	
4319	Other		-	-	-		-	
<b>SANITATION</b>								
4321	Administration		40,224	58,284	66,319		66,319	
4323	Solid Waste Collection		143,051	107,220	130,701		130,701	
4324	Solid Waste Disposal		160,501	149,586	147,500		147,500	
4325	Solid Waste Clean-up		-	-	-		-	
4325-4329	Sewage Coll. & Disposal & Other		221,948	209,513	230,982		230,982	
<b>WATER DISTRIBUTION &amp; TREATMENT</b>								
4331	Administration		-	-	-		-	
4332	Water Services		160,965	157,220	173,371		173,371	
4335-4339	Water Treatment, Conserv. & Other		-	-	-		-	
<b>ELECTRIC</b>								
4351-4352	Admin. and Generation		-	-	-		-	
4353	Purchase Costs		-	-	-		-	
4354	Electric Equipment Maintenance		-	-	-		-	
4359	Other Electric Costs		-	-	-		-	
<b>HEALTH/WELFARE</b>								
4411	Administration		485	674	500		500	
4414	Pest Control		500	22	500		500	
4415-4419	Health Agencies & Hosp. & Other		-	-	-		-	
4441-4442	Administration & Direct Assist.		32,584	21,483	28,773		28,773	
4444	Intergovernmental Welfare Pyrnits		-	-	-		-	
4445-4448	Vendor Payments & Other		-	-	-		-	

MS-7 Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6	7	8	9
Acct#	PURPOSE OF APPROPRIATIONS (RSA 323.V)	WARL ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (RECOMMENDED)	(NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED
<b>CULTURE &amp; RECREATION</b>								
4520-4529	Parks & Recreation		31,125	25,242	32,635	XXXXXXX	XXXXXXX	XXXXXXX
4550-4559	Library		144,530	131,795	197,388			197,388
4583	Patriotic Purposes		900	829	1,000			1,000
4588-4589	Other Culture & Recreation		1,377	1,483	1,397			1,397
<b>CONSERVATION</b>								
4811-4812	Admin. & Purch. of Nat. Resources		3,275	3,275	2,485	XXXXXXX	XXXXXXX	XXXXXXX
4819	Other Conservation		-	-	-			-
4831-4832	REDEVELOPMINT & HOUSING		-	-	-			-
4851-4859	ECONOMIC DEVELOPMENT		-	616	1,000	XXXXXXX	XXXXXXX	1,000
<b>DEBT SERVICE</b>								
4711	Princ.-Long Term Bonds & Notes		170,074	189,859	165,511	XXXXXXX	XXXXXXX	165,511
4721	Interest-Long Term Bonds & Notes		45,517	46,398	36,547			36,547
4723	Int. on Tax Anticipation Notes		-	-	-			-
4790-4799	Other Debt Service		-	-	-			-
<b>CAPITAL OUTLAY</b>								
4901	Land	13, 14	55,000	46,734	80,000	XXXXXXX	XXXXXXX	XXXXXXX
4902	Machinery, Vehicles & Equipment	15, 17	80,000	55,945	294,000			294,000
4903	Buildings		-	-	-			-
4909	Improvements Other Than Bldgs.	10, 16	-	-	68,000	XXXXXXX	XXXXXXX	88,000
<b>OPERATING TRANSFERS OUT</b>								
4912	To Special Revenue Fund		-	-	-	XXXXXXX	XXXXXXX	XXXXXXX
4913	To Capital Projects Fund		-	-	-			-
4914	To Enterprise Fund		-	-	-			-
	Sewer-		-	-	-			-
	Water-		-	-	-			-

## MS-7 Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3 V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (RECOMMENDED)	(NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED
OPERATING TRANSFERS OUT cont.								
	Electric-		-	-	-	-	-	-
	Airport-		-	-	-	-	-	-
4915	To Capital Reserve Fund	18, 19, 20	135,000	135,000	148,000		148,000	
4916	To Exp.Tr.Fund-except #4917	21	300	300	900		900	
4917	To Health Maint. Trust Funds		-	-	-		-	-
4918	To Nonexpendable Trust Funds		-	-	-		-	-
4919	To Agency Funds		-	-	-		-	-
SUBTOTAL 1			4,569,153	4,135,245	4,746,518	-	4,746,518	-

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount
4909	10	40,000	4902	17	20,000
4197	12	48,300	4916	18	138,000
4901	13	40,000	4916	19	6,000
4901	14	40,000	4916	20	5,000
4902	15	274,000	4916	21	900
4909	16	48,000			



SPECIAL WARRANT ARTICLES\*\*

Special warrant articles are defined in RSA 32:3, VI, as appropriations 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trusts funds; or 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (RECOMMENDED)	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR NOT RECOMMENDED
4909	Tax Increment Finance District	10	-	-	40,000		40,000	
4901	Community Bldg Site Construction	13	-	-	40,000		40,000	
4901	Whaleback Mountain Rd. Bridge	14	-	-	40,000		40,000	
4915	Payments to Capital Reserve	18	135,000	135,000	138,000		138,000	
4915	Bridge Construction Capital Res.	19	0	0	5,000		5,000	
4915	Library Non-Capital Reserve	20	0	0	5,000		5,000	
4916	Cemetery Maintenance Fund	21	300	300	900	XXXXXXX	900	XXXXXXX
SUBTOTAL 2 RECOMMENDED			XXXXXXX	XXXXXXX	268,900	XXXXXXX	268,900	XXXXXXX

INDIVIDUAL WARRANT ARTICLES\*\*

"Individual" warrant articles are not necessarily the same as "special warrant articles". An example of an individual warrant article might be negotiated cost items for labor agreements, leases or items of a one time nature you wish to address individually.

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (RECOMMENDED)	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR NOT RECOMMENDED
4917	Regional Organizations	12	48,300	48,300	48,300		48,300	
4902	Public Works Vehicles	15			274,000		274,000	
4909	Tax Maps	16	-	-	48,000		48,000	
4902	GPS Unit	17	-	-	20,000		20,000	
SUBTOTAL 3 RECOMMENDED			XXXXXXX	XXXXXXX	390,300	XXXXXXX	390,300	XXXXXXX

## MS-7 Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
<b>TAXES</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3120	Land Use Change Taxes		11,000	10,809	11,000
3180	Resident Taxes		-	-	-
3185	Timber Taxes		2,500	8,216	2,500
3186	Payment in Lieu of Taxes		-	-	-
3189	Other Taxes		-	-	-
3190	Interest & Penalties on Delinquent Taxes		25,000	57,047	30,000
	Inventory Penalties		-	-	-
3187	Excavation Tax (\$.02 cents per cu yd)		1,000	1,805	1,000
<b>LICENSES, PERMITS &amp; FEES</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	Business Licenses & Permits		200	781	200
3220	Motor Vehicle Permit Fees		67,500	757,636	700,000
3230	Building Permits		15,000	20,726	17,000
3290	Other Licenses, Permits & Fees		3,500	4,875	4,000
3311-3319	FROM FEDERAL GOVERNMENT		94,800	3,966	-
<b>FROM STATE</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		30,457	55,841	30,457
3352	Meals & Rooms Tax Distribution		140,377	159,441	159,441
3353	Highway Block Grant		118,289	118,289	128,140
3354	Water Pollution Grant		4,900	46,394	46,394
3355	Housing & Community Development		-	-	-
3356	State & Federal Forest Land Reimbursement		-	-	-
3357	Flood Control Reimbursement		-	-	-
3359	Other (Including Railroad Tax)(Grants)		-	149,091	-
3379	FROM OTHER GOVERNMENTS		-	-	-
<b>CHARGES FOR SERVICES</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401-3406	Income from Departments		30,000	53,524	40,000
3409	Other Charges		8,000	16,543	8,000
<b>MISCELLANEOUS REVENUES</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Municipal Property		20,000	110,632	65,000
3502	Interest on Investments		16,000	22,591	17,000
3503-3509	Other		15,000	11,392	32,000
<b>INTERFUND OPERATING TRANSFERS IN</b>					
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3912	From Special Revenue Funds		-	-	-
3913	From Capital Projects Funds		-	-	-

MS-7     Budget - Town of Enfield, New Hampshire FY 2005

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
INTERFUND OPERATING TRANSFERS IN cont.		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
3914	From Enterprise Funds		-	-	-
	Sewer - (Offset)		221,853	246,348	230,982
	Water - (Offset)		160,342	141,319	173,371
	Electric - (Offset)		-	-	-
	Airport - (Offset)		-	-	-
3915	From Capital Reserve Funds	11, 15, 16, 17	34,050	76,020	129,000
3916	From Trust & Agency Funds		10,000	10,884	10,000
OTHER FINANCING SOURCES		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
3934	Proc. from Long Term Bonds & Notes		-	-	-
	Amts VOTED From F/B ("Surplus")	15	94,144	-	50,000
	Fund Balance ("Surplus") to Reduce Taxes		-	-	-
TOTAL ESTIMATED REVENUE & CREDITS			1,123,912	2,084,167	1,885,485

\*\*BUDGET SUMMARY\*\*

	PRIOR YEAR ADOPTED BUDGET	SELECTMEN'S RECOMMENDED BUDGET	BUDGET COMMITTEE'S RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended (from pg. 5)	4,509,153	4,746,518	4,746,518
SUBTOTAL 2 Special Warrant Articles Recommended (from pg. 6)	135,300	268,900	268,900
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from pg. 6)	48,300	390,300	390,300
NET Appropriations Recommended (Operating Budget)	4,325,553	4,087,318	4,087,318
Less: Amount of Estimated Revenues & Credits (from above)	1,123,912	1,885,485	1,885,485
Estimated Amount of Taxes to be Raised	3,201,641	2,201,833	2,201,833

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$451,569  
(See Supplemental Schedule With 10% Calculation)

---

# Budget Committee Supplemental Schedule

(For Calculating 10% Maximum Increase)  
(RSA 32:18, 19 & 32:21)

---

LOCAL GOVERNMENT UNIT: **ENFIELD**

FISCAL YEAR END 12/31/05

		RECOMMENDED AMOUNT
1.	Total <b>recommended</b> by Budget Committee (See Posted Budget MS-7)	\$4,746,518
	<b>Less Exclusions:</b>	
2.	Principal-Long-Term Bonds & Notes	\$ 165,511
3.	Interest-Long-Term Bonds & Notes	36,547
4.	Capital Outlays Funded from Long-Term Bonds & Notes per RSA 33:7-b & 33:8	0
5.	Mandatory Assessments	<u>28,773</u>
6.	<b>Total Exclusions</b> (Sum of rows 2-5)	<u>(230,831)</u>
7.	<b>Amount recommended less recommended exclusion amounts</b> (Line 1 less line 6)	\$4,515,687
8.	Line 7 times 10%	451,569
9.	<b>Maximum Allowable Appropriations</b> (lines 1 + 8)	\$4,967,256



---

**The following letters by the Town's Independent Auditor are the opinions of the 2003 Fiscal Year. The complete copy of the auditor's report is available for viewing at the Enfield Selectmen's Office.**

---

## **PLODZIK & SANDERSON**

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 224-1380

---

### *INDEPENDENT AUDITOR 'S REPORT*

To the Members of the Board of Selectmen and Town Manager  
Town of Enfield  
Enfield, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Enfield, New Hampshire as of and for the year ended December 31, 2003 as listed in the table of contents [of the 2003 audit]. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Enfield has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

---

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Enfield, as of December 31, 2003, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Enfield taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Enfield. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

*Plodzik & Sanderson  
Professional Association*

April 29, 2004

---

# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 224-1380

---

## *INDEPENDENT AUDITOR'S COMMUNICATIONS OF REPORTABLE CONDITIONS AND OTHER MATTERS*

To the Members of the Board of Selectmen and Town Manager  
Town of Enfield  
Enfield, New Hampshire

In planning and performing our audit of the Town of Enfield for the year ended December 31, 2003, we considered the Town's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinion on the financial statements. Our review of these systems was not intended to provide on the internal control structure and should not be relied on for that purpose.

Under the standards established by the American Institute of Certified Public Accountants, reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertion of management in the financial statements. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities, in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might constitute reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

We are pleased to report that, during the course of our review of internal controls, no material weaknesses in the Town's accounting systems and records were identified. Minor weaknesses or other considerations coming to our attention were generally procedural in nature and dealt with administrative or recordkeeping practices. In these instances, we made specific recommendations

---

or provided instruction to applicable individuals during the course of our audit fieldwork.

This report is intended solely for the information and use of management and others within the administration. This restriction is not intended to limit distribution of this report, which is a matter of public record.

*Plodzik & Sanderson  
Professional Association*

April 29, 2004



---

# 2004 Summary Inventory of Valuation

---

**Value of Land:**

Current Use (RSA 79-A)	\$ 1,255,616	
Residential	156,271,500	
Commercial/Industrial	<u>15,196,300</u>	
Total Value of Taxable Land		172,723,416

**Value of Buildings:**

Residential	217,763,000	
Manufactured Housing (RSA 674:31)	6,275,300	
Commercial/Industrial	<u>17,726,900</u>	
Total Value of Taxable Buildings		241,765,200

**Value of Public Utilities:**2,600,400**Total Valuation Before Exemptions:****\$417,089,016****Less Exemptions:**

Blind Exemptions (RSA 72:37)	30,000	
Elderly Exemptions (RSA 72:39 – a & b)	2,671,206	
Disabled Exemptions (RSA 72:37 – b)	<u>312,700</u>	
Less Total Dollar Amount of Exemptions		3,013,906

**Net Valuation on Which the Tax Rate for  
Municipal, County & Local Education  
Tax is Computed:****\$414,075,110**

## Less Public Utilities

2,600,400**Net Valuation Without Utilities on Which Tax  
Rate for State Education Tax is Computed:****\$411,474,710**

Total Veterans' Tax Credits 33,400

Enfield Eastman Village District  
Precinct Valuation

13,361,300

# 2004 Tax Rate Calculation

			<b>Tax Rates</b>
Town Gross Appropriations	4,235,648		
Less Revenues	(1,873,739)		
Less Shared Revenues	(21,090)		
Plus Overlay	86,635		
Plus War Service Credits	33,400		
Approved Town Tax Effort		2,460,854	
<b>Town Rate</b>			<b>5.95</b>
Regional School Apportionment	5,675,744		
Less Adequate Education Grant	(1,031,584)		
Less State Education Taxes	(1,067,504)		
Approved School Tax Effort		3,576,656	
<b>Local School Rate</b>			<b>8.64</b>
State Education Taxes			
Equalized Valuation (no utilities)	320,571,863		
x \$3.33		1,067,504	
Divide by Local Assessed Valuation (no utilities)	411,474,710		
<b>State School Rate</b>			<b>2.59</b>
Due to County	577,779		
Less Shared Revenues	(4,294)		
Approved County Tax Effort		573,485	
<b>County Tax Rate</b>			<b>1.38</b>
<b>Total Tax Rate</b>			<b>\$18.56</b>
Total Property Taxes Assessed	7,678,499		
Less War Service Credits	(33,400)		
Add Village District Commitment	13,896		
<b>Total Property Tax Commitment</b>		<b>7,658,995</b>	
Eastman Village District Commitment		13,896	
<b>Eastman Village District Tax Rate</b>			<b>1.04</b>
(To be collected and remitted to Precinct)			

---

## Five-Year Tax Rate History

---

Year	2000	2001	2002	2003	2004
Town Tax Rate	8.53	9.16	9.58	9.68	5.95
County Tax Rate	1.57	1.64	1.77	2.01	1.38
Local Education	7.64	7.76	10.74	10.54	8.64
State Education	6.32	6.56	5.78	5.51	2.59

---

## Five-Year Property Valuation History

---

Year	2000	2001	2002	2003	2004
Value	222,600,115	224,211,618	234,483,238	241,166,339	414,075,110
% Inc.		< 1%	4.6%	2.85%	71.69%

# Comparative Statement of Appropriations and Expenditures

Fiscal Year Ending December 31, 2004

Title of Appropriations	Appropriation	Expenditure	Encumbrance	Unexpended Balance	Overdraft
<b>General Fund (01)</b>					
Executive Office	146,476.00	145,240.85		1,235.15	
Election, Reg. & Vital Stats	54,121.00	59,373.79			5,252.79
Financial Administration	147,961.00	143,613.50	4,764.00		416.50
Revaluation of Property	25,000.00	24,991.00		9.00	
Legal Expense	25,000.00	15,856.70		9,143.30	
Personnel Administration	483,082.00	451,297.79		31,784.21	
Planning Board	59,602.00	60,107.23			505.23
Zoning Board of Adjustment	1,450.00	1,309.41		140.59	
Gen. Gov't. Bldgs & Grounds	108,975.00	118,909.88			9,934.88
Cemeteries	2,060.00	2,643.92			583.92
Insurance	47,000.00	47,250.10			250.10
Regional Associations	48,300.00	48,300.00		0	
Hydrant Maintenance	18,000.00	18,000.00		0	
Police Department	472,867.00	487,154.27			14,287.27
Police Reimbursable Projects	8,000.00	8,583.95			583.95
Ambulance	29,001.00	34,667.69			5,666.69
Fire Department	86,984.00	86,947.23		36.77	



Title of Appropriations	Appropriation	Expenditure	Encumbrance	Unexpended	
				Balance	Overdraft
Building Inspection	48,989.00	45,171.94		3,817.06	
Emergency Management	551.00	2,174.07			1,623.07
Dispatch Services	39,332.00	39,332.00		0	
Highway Administration	442,672.00	404,168.93		38,503.07	
Highways & Streets	372,026.00	437,623.13			65,597.13
Street Lighting	22,500.00	20,933.03		1,566.97	
Sanitation Administration	40,224.00	58,283.65			18,059.65
Solid Waste Collection	143,051.00	107,219.91		35,831.09	
Solid Waste Disposal	160,501.00	149,885.52		10,615.48	
Health Department	485.00	673.53			188.53
Animal Control Expense	500.00	22.22		477.78	
Welfare Administration	11,734.00	11,743.89			9.89
Welfare Direct Assistance	21,250.00	9,719.48		11,530.52	
Parks & Recreation	31,125.00	26,241.92		4,883.08	
Library	144,530.00	126,415.33	5,379.72	12,734.95	
Patriotic Purposes	900.00	829.16		70.84	
Heritage Commission	0	180.00			180.00
Historical Records	1,377.00	1,303.00		74.00	
Conservation Commission	3,275.00	3,275.00		0	
Economic Development	0	616.05			616.05
Principal: Long-Term Debts	170,074.00	169,859.24		214.76	
Interest: Long-Term Debts	45,517.00	46,395.98			878.98
Capital Outlay:					
Land and Improvements	55,000.00	48,734.16		6,265.84	

Title of Appropriations	Appropriation	Expenditure	Encumbrance	Unexpended	
				Balance	Overdraft
Machinery/Vehicles/Equip.	60,000.00	55,944.76		4,055.24	
Transfers to Capital Reserve	135,000.00	135,000.00		0	
Transfers to Exp. Trust Funds	300.00	300.00		0	
Totals General Fund	3,714,792.00	3,656,293.21	10,143.72	172,989.70	124,634.63
<b>Water Fund (02)</b>					
Water Administration	88,854.00	91,024.03			2,170.03
Water Operations	36,301.00	40,217.38			3,916.38
Principle: Long Term Debts	15,626.00	15,625.98		.02	
Interest: Long Term Debts	8,371.00	8,370.53		.47	
Loan Fees: Long Term Debts	2,813.00	2,812.68		.32	
Capital Outlay:					
Machinery, Vehicles & Equip	7,000.00	0		7,000.00	
Improvements: Other	2,000.00	0		2,000.00	
Totals Water Fund	160,965.00	158,050.60		9,000.81	6,086.41
<b>Sewer Fund (03)</b>					
Sanitation Administration	60,947.00	62,948.04			2001.04
Sewer Operations	153,001.00	146,728.53		6,272.47	
Capital Outlay:					
Machinery, Vehicles & Equip	8,000.00	0		8,000.00	
Totals Sewer Fund	221,948.00	209,676.57		14,272.47	2,001.04

Title of Appropriations	Appropriation	Expenditure	Encumbrance	Unexpended Balance	Overdraft
<b>Grant Fund (04):</b>					
Police Department	0	15,960.28			15,960.28
Fire Department	82,000.00	81,765.00		235.00	
Emergency Management	2,000.00	3,750.00			1,750.00
Capital Outlay:					
Improvements: Other	41,943.00	12,290.11		29,652.89	
Total Grant Fund	125,943.00	113,765.39		29,887.89	17,710.28
<b>Capital Projects Fund (05):</b>					
Capital Outlay:					
Improvements: Other	12,000.00	4,133.47		7,866.53	
Total Capital Projects Fund	12,000.00	4,133.47		7,866.53	
Total All Funds	4,235,648.00	4,141,919.24	10,143.72	234,017.40	150,432.36
<b>Net Unexpended Appropriations</b>					<b>\$83,585.04</b>

---

## 2003 Balance Sheet

---

(The 2003 Balance Sheet is the most current audited Balance Sheet available.)

As of December 31, 2003

### ASSETS AND OTHER DEBITS:

#### Assets:

Cash and Equivalents	\$2,802,016
Investments	1,219,290
Receivables (Net of Allowance For Uncollectible):	
Taxes	600,050
Accounts	103,656
Intergovernmental	17,672
Interfund Receivable	2,173,058

#### Other Debits:

To be Provided for Retirement of General Long-Term Debt	1,216,047
---	-----------

#### TOTAL ASSETS AND OTHER DEBITS:

\$8,131,789

### LIABILITIES AND EQUITY:

#### Liabilities:

Accounts Payable	\$ 127,036
Intergovernmental Payable	2,074,964
Interfund Payable	2,173,058
Escrow and Performance Deposits	119,574
Deferred Tax Revenue	2,894
Other Deferred Revenue	65,628
General Obligation Debt Payable	1,216,047
<b>Total Liabilities:</b>	<u>\$5,779,201</u>

#### Equity:

Fund Balances:	
Reserved for Encumbrances	89,054
Reserved for Endowments	89,987
Reserved for Special Purposes	778,553
Unreserved:	
Designated for Special Purposes	307,075
Undesignated (Deficit)	1,087,919
<b>Total Equity:</b>	<u>\$2,352,588</u>

#### TOTAL LIABILITIES AND EQUITY:

\$8,131,789



---

## Schedule of Long-Term Indebtedness

---

**As of December 31, 2004**

**Bonds and Notes Outstanding:**

1985 Sewer Bond	40,000
1989 Sewer Bond	155,555
1995 Municipal Note (Carl Patten Bridge)	12,466
2001 Municipal Note (DPW Facility)	700,000
2002 State Revolving Loan Fund (Water)	263,132
<b>Total Bonds and Notes Outstanding</b>	<b>1,171,153</b>

**Total Long-Term Indebtedness**

**\$1,171,153**

---

## Reconciliation of Outstanding Long-Term Indebtedness

---

Outstanding Long-Term Debt as of 1/1/04	\$ 1,359,148
---	--------------

**Debt Retired During Fiscal Year:**

1985 Sewer Bond	40,000
1989 Sewer Bond	12,963
1995 Municipal Note	16,814
2001 Municipal Note (DPW Facility)	100,000
2002 State Revolving Loan Fund (Water)	18,136
<b>Total Debt Retired During Fiscal Year:</b>	<b>187,913</b>

**Outstanding Debt as of December 31, 2004**

**\$ 1,171,235**

---

# Schedule of Town Real Property

As of April 1, 2004

LOCATION	ACRES	DESCRIPTION/MAP-LOT	LAND VALUE	BLDG VALUE	TOTAL VALUE
74 Lockehaven Road	27.30	DPW Facility Site / 11-20-4	\$377,800	\$895,500	\$1,273,300
23 Main Street	.47	Whitney Hall / 34-37	66,500	397,900	464,400
308 US Route 4	2.74	Huse Park/Community Bldg / 37-35	135,000	519,000	654,000
19 Main Street	.72	Police Facility / 34-36	72,100	181,000	253,100
25 Union Street	.48	Union Street Fire Station / 34-54	51,200	171,900	223,100
15 Shedd Street	.97	Highway Garage / 34-61	86,100	74,000	160,100
Johnston Drive	.60	Land only / 14-4	139,000		139,000
7 Shedd Street	1.24	Highway Garage / 34-60	89,800	62,700	152,500
Johnston Drive	.35	Leased to Sanborn / 14-5	156,800		156,800
253 NH Route 4A	.50	Mascoma Boat Launch / 10-6	144,600		144,600
Johnston Drive	.45	Leased to Trask & Ricker / 14-3A	31,200		31,200
1100 NH Route 4A	.23	Enfield Center Fire Station / 40-15	59,800	67,000	126,800
1044 NH Route 4A	.13	Enfield Center Town Hall / 39-1	37,200	30,200	67,400
Fuller Road	5.40	Land & Building / 25-3 (Sold)	52,900	51,000	103,900
NH Route 4A	.90	Land only / 19-10 (Sold)	93,200		93,200
194 US Route 4	2.00	Lakeview Cemetery / 31-7A	120,200		120,200
Grafton Pond Road	171.00	Bicknell Brook Trail / 9-45	166,700		166,700
Johnston Drive	.09	Land only / 14-6	59,200		59,200
59 Lovejoy Brook Road	8.90	Prior Well / 15-1	128,800	1,600	130,400
4 Pine Drive	.08	Pump Station / 32-12-1	77,900	15,600	93,500

LOCATION	ACRES	DESCRIPTION/MAP-LOT	LAND VALUE	BLDG VALUE	TOTAL VALUE
Shaker Boulevard	3.00	Land only / 25-7 (Sold)	79,200		79,200
NH Route 4A	1.15	Shakoma Beach Parking / 10-5	96,200	300	96,500
Graham Road	.25	Access to Spectacle Pond / 50-18	93,700		93,700
NH Route 4A	.12	Land only / 18-50 (Sold)	68,500		68,500
39 Lockehaven Road	3.00	Transfer Station / 115-72	93,400	1,000	94,400
Main Street	.17	Parking Area / 31-33	56,600		56,600
NH Route 4A	15.30	Shaker Recreation Park / 11-44	51,100	2,900	54,000
181 US Route 4	.53	Water Tank site / 14-47-1	22,200	18,000	40,200
31McConnell Road	2.20	McConnell Well / 36-14	39,200	3,800	43,000
Lockehaven Road	1.32	Lockehaven Cemetery / 16-5	35,700		35,700
NH Route 4A	1.84	Land only / 8-27 (Sold)	12,800		12,800
Blacksmith Alley	.24	Land only / 31-27	38,600		38,600
249 NH Route 4A	.30	Shakoma Beach / 10-007	53,100	1,300	54,400
Kluge Road	7.11	Countryside Cemetery / 12-13-6	40,600		40,600
Canaan Road	10.00	Mud Pond Access / 16-20	29,200		29,200
259 US Route 4	.16	Veterans Park / 33-19	33,900		33,900
US Route 4	30.00	McConnell Well Site / 15-14	52,000		52,000
Rice Road	.75	Purnort Cemetery / 2-53	20,300		20,300
Shaker Hill Road	12.10	Swamp / 25-37	51,000		51,000
18 Depot Street	0	Fast Squad Building / 34-48-1		28,700	28,700
152 Maple Street	.04	Chlorinator Building / 14-56	19,500	6,200	25,700
George Hill Road	.50	George Hill Cemetery / 9-10	28,300		28,300
Old Route 10	3.00	Land only / 6-39 (Sold)	14,300		14,300
Follensbee Road	.28	Kidder Cemetery / 6-8	7,500		7,500
Mud Pond Road	20.00	Mud Pond Access / 16-18	29,500		29,500
259 US Route 4	.25	Veterans Park / 33-18	38,700		38,700

LOCATION	ACRES	DESCRIPTION/MAP-LOT	LAND VALUE	BLDG VALUE	TOTAL VALUE
NH Route 4A	1.00	Land only / 8-25	12,600		12,600
Catamount Road	1.73	Land only / 51-51	31,000		31,000
Jones Hill Road	25.00	Wetlands / 15-44 (Sold)	13,000		13,000
Off Smith Pond Road	7.50	Landlocked land / 3-3 (Sold)	5,300		5,300
Shaker Blvd	.19	Land only / 28-38	9,500		9,500
Lockehaven Road	.07	Morse Cemetery / 17-8	2,700		2,700
NH Route 4A	1.07	Montcalm Cemetery / 23-30	35,600		35,600
Oak Grove Street	.05	Paddleford Cemetery / 31-9	7,800		7,800
Palmer Road	.05	Adams Cemetery / 9-71	6,500		6,500
Union Street	.79	Frog Pond / 34-57	27,900		27,900
NH Route 4A	.38	Cemetery by Union Church / 39-11	28,900		28,900
NH Route 4A	.01	Land only / 18-41 (Sold)	3,900		3,900
Boy's Camp Road	.03	Butman Cemetery / 12-31	3,500		3,500
Lake Street	.09	Land only / 30-20 (Sold)	10,100		10,100
Main Street	.04	Part of Main & High Streets / 31-14	3,500		3,500
Algonquin Road	.004	Spring Site / 12-1A	800		800
NH Route 4A	.50	Abuts George Pond / 8-59	100		100
Moore Street	.06	Needs survey to locate / 30-16A	0		0
NH Route 4A	167.20	Land only / 7-21	142,400		142,400
48 Orchard Road	1.08	Land only / 2-20-1	32,200		32,200
Boys' Camp Road	12.5	Land in Current Use / 12-24	3,494		3,494
Meadow Lane	.30	Land only / 21-43	37,300		37,300
NH Route 4A	.20	Land only / 21-46	33,200		33,200
30 Johnston Drive	15.8	Land only / 14-38	81,400		81,400
<b>TOTALS:</b>			<b>\$3,783,794</b>	<b>\$2,529,600</b>	<b>\$6,313,394</b>



---

# Town Clerk's Report

---

As of December 31, 2004

Motor Vehicle Permits (6,428 issued)		\$741,733.19
Municipal Agent Fees--Validation Decals (5,103)		12,758.00
Municipal Agent Fees--Title Applications (1,477)		2,954.00
UCC Filings (138)		2,070.00
Dog Licenses:		7,999.00
Licenses (889)	\$5,826.00	
Group Licenses (1)	20.00	
Late Penalties (101)	173.00	
Violation Fines (79)	1,980.00	
Marriage Licenses (29)		1,305.00
Vital Record Certificates (65)		756.00
Returned Check Fees (7)		175.00
Wetland Permits (10)		150.00
Federal Lien Filings (3)		45.00
Checklist Copies (11)		115.00
Candidate Filings		14.00
Miscellaneous		230.50
<b>Total</b>		<b>\$770,304.69</b>

Respectfully submitted,

Carolee T. Higbee  
Town Clerk

---

# Tax Collector's Report

---

As of December 31, 2004

	<u>2004</u>	<u>2003</u>
<b>Uncollected Taxes Beginning of Fiscal Year:</b>		
Property Tax		481,206.21
Land Use Change Tax		5,090.00
Timber Yield Taxes		242.10
Excavation Activity Tax		420.66
<b>Taxes Committed to Collector:</b>		
Property Tax	7,659,302.55	
Land Use Change Tax	15,395.00	
Timber Yield Taxes	6,410.35	62.50
Excavation Tax \$.02/yd	1,805.48	
<b>Overpayment:</b>		
Property Tax	1,743.46	1,211.99
Timber Yield Tax (Bond)	7,037.91	346.50
Excavation Activity Tax		
Prepayments (Deferred Revenue)	8,192.01	
<b>Interest Collected on Delinquent Tax:</b>	6,892.16	20,191.20
<b>Total Debits:</b>	<b>\$7,706,778.92</b>	<b>\$508,771.16</b>

	<u>2004</u>	<u>2003</u>
<b>Remitted to Treasurer During Year:</b>		
Property Tax	6,969,152.20	314,232.62
Land Use Change Tax	6,375.00	5,090.00
Timber Yield Taxes	12,058.08	651.10
Interest	6,892.16	20,191.20
Excavation Tax @ \$.02/yd.	1,746.18	420.66
Conversion to Lien		168,185.58
<b>Abatements Made:</b>		
Property Tax	40,059.63	
Yield Tax		
Excavation Activity Tax		
<b>Current Levy Deeded:</b>		
<b>Uncollected Taxes End of Year:</b>		
Property Tax	660,026.19	
Land Use Change Tax	9,020.00	
Timber Yield Taxes	1,390.18	
Excavation Tax @ \$.02/yd.	59.20	
<b>Total Credits:</b>	<b>\$7,706,778.92</b>	<b>\$508,771.16</b>

Respectfully submitted,

Carolee T. Higbee  
Tax Collector

---

## Summary of Tax Lien Accounts

---

As of December 31, 2004

	<u>2004</u>	<u>2003</u>	<u>2002</u>
Unredeemed Liens Balance at Beginning of Year:		137,218.38	38,212.65
Liens Executed During Year:	183,713.35		
Interest & Costs Collected (After Lien Execution):	3,731.61	18,074.61	13,720.23
<b>Total Debits:</b>	<b>\$187,444.96</b>	<b>\$155,292.99</b>	<b>\$51,932.88</b>
<b>Remitted to Treasurer:</b>			
Redemptions	67,596.29	82,528.93	38,136.38
Interest & Costs (After Lien Execution)	3,731.61	18,074.61	13,720.23
Abatements of			
Unredeemed Taxes:	35.96		
Liens Deeded to Town	113.37	126.69	76.27
Unredeemed Liens Balance at End of Year:	115,967.73	54,562.76	
<b>Total Credits:</b>	<b>\$187,444.96</b>	<b>\$155,292.99</b>	<b>\$51,932.88</b>

Respectfully submitted,

Carolee T. Higbee  
Tax Collector



---

# Municipal Water & Sewer Departments Collections Report

---

As of December 31, 2004

<b>To Collect:</b>	<b>Sewer</b>	<b>Water</b>	<b>Combined</b>
Uncollected (2002)	3,472.99	1,979.24	5,452.23
Volume Charges	200,901.16	104,597.08	305,498.24
Account Base Charges	7,514.06	10,812.91	18,326.97
Meter Bfp/Repl Fund		2,123.50	2,123.50
Sprinkler Service		128.00	128.00
Fixed Cost Share	14,049.00	11,679.96	25,728.96
Meter Pulling Fees	12.50	62.50	75.00
Meter Setting Fees	100.00	62.50	162.50
Meter Installation Fee			
Property Transfer	250.00	270.00	520.00
Returned Check Fees	50.00	25.00	75.00
Hook-up Inspection Fee	735.00	780.00	1,515.00
Materials	1,670.09	1,399.70	3,069.79
New Const. App. Fees	14,250.00	6,000.00	20,250.00
Late Penalties	2,211.02	3,181.70	5,392.72
Hydrant Maintenance		18,000.00	18,000.00
Net Adjustments	-490.60	-10.32	-500.92
<b>Total To Collect</b>	<b>\$244,725.22</b>	<b>\$161,091.77</b>	<b>\$405,816.99</b>

<b>Payments Collected:</b>	<b>Sewer</b>	<b>Water</b>	<b>Combined</b>
Volume Charges	199,961.50	103,877.28	303,838.78
Account Base Charges	7,540.87	10,851.47	18,392.34
Meter Bfp/Repl Fund		2,124.99	2,124.99
Sprinkler Service		128.00	128.00
Fixed Cost Share	14,335.40	11,685.20	26,020.60
Late Penalties	2,272.92	3,270.84	5,543.76
Meter Setting Fees	100.00	50.00	150.00
Meter Pulling Fees	25.00	37.50	62.50
Meter Installation			
Materials	1,962.44	1,585.37	3,547.81
Property Transfer	240.00	260.00	500.00
Hook-up Inspection Fees	735.00	780.00	1,515.00
Returned Check Fees	50.00	25.00	75.00
Restoration Fees			
Hydrant Maintenance		18,000.00	18,000.00
Net Adjustments	676.21	49.02	725.23
New Const. App. Fee	14,250.00	6,000.00	20,250.00
<b>Total Cash Collected</b>	<b>\$242,149.34</b>	<b>\$158,724.67</b>	<b>\$400,874.01</b>
 <b>Total Uncollected</b>	 <b>\$2,575.88</b>	 <b>\$2,367.10</b>	 <b>\$4,942.98</b>

Respectfully submitted,

Carolee T. Higbee  
Accounts Manager

---

# Treasurer's Report

---

## Fiscal Year Ending December 31, 2003

Balance as of January 1, 2004		\$2,888,177.12
Received from Departments:		
Town Clerk:	770,261.04	
Tax Collector:	7,546,945.36	
Water & Sewer Depts.	413,891.85	
Selectmen	<u>322,778.85</u>	
Total Received from Departments		9,053,877.10
Transfers/Deposits		501,263.96
Paid by Selectmen's Manifests	(7,297,760.27)	
EFTPS Payments	(365,537.97)	
Transfers/Withdrawals	(180,500.00)	
Bank Charges	(1,677.54)	
Bad Checks	<u>(2,569.84)</u>	
		(8,848,045.62)
Interest:		
Checking/Sweep	18,734.32	
NH Public Deposit Investment Pool	3,581.82	
EFTPS Savings	18.89	
Sale of Property	<u>256.07</u>	
		<u>22,591.10</u>
Cash in Hands of Treasurer		\$3,617,863.66
Cash on Hand		
Checking	3,255,526.64	
NH Public Deposit Investment Pool	295,567.26	
EFTPS Savings	2,635.63	
Sale of Property	<u>64,134.13</u>	
Total Cash on Hand		\$3,617,863.66

Respectfully submitted,

Donna I. Schmanska  
Treasurer

---

# Electronic Funds Tax Payment System Account

Established June 5, 1997

---

Cash on hand January 1, 2004	\$18,811.18
Deposits	349,343.53
Withdrawals	(365,537.97)
Interest	18.89
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$2,635.63</b>

---

## Conservation Fund

Established January 10, 1992

---

Cash on hand January 1, 2004	\$12,269.42
Deposits	3,306.17
Withdrawals	(4,500.00)
Interest	56.58
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$11,132.17</b>

---

## Shaker Recreation Park Fund

Established June 13, 1995

---

Cash on hand January 1, 2004	\$8,166.54
Deposits	0.00
Withdrawals	(7,315.00)
Interest	26.53
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$878.07</b>

---



---

**Citizen Corp Grant**  
Established November 18, 2004

---

Cash on hand January 1, 2004	\$0.00
Deposits	15,000.00
Withdrawals	(16.40)
Interest	1.80
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$14,985.40</b>

---

**NHOST**  
Established December 3, 2004

---

Cash on hand January 1, 2004	\$0.00
Deposits	200.00
Withdrawals	(0.00)
Interest	.06
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$200.06</b>

---

**Grant Funds**  
Established November 30, 2001

---

Cash on hand January 1, 2004	\$39,413.29
Deposits	0.00
Withdrawals	(0.00)
Interest	0.00
	<hr/>
<b>Balance as of December 31, 2004</b>	<b>\$39,413.29</b>

---

---

# Summary of Receipts

---

As of December 31, 2004

## General Fund (01)

Taxes Collected & Remitted	\$7,726,562.34
Licenses Permits & Fees	789,202.27
Intergovernmental Revenues	394,257.14
Charges for Services	70,066.55
Miscellaneous	240,748.95
<b>Total General Fund (01)</b>	<b><u>\$9,220,837.25</u></b>

## Water Fund (02)

Miscellaneous	350.00
Revenues from Enterprise Funds	141,318.72
<b>Total Water Fund (02)</b>	<b><u>\$141,668.72</u></b>

## Sewer Fund (03)

Miscellaneous	350.00
Revenues from Enterprise Funds	246,348.18
<b>Total Sewer Fund (03)</b>	<b><u>\$246,698.18</u></b>

## Grant Fund (04)

State Grants & Reimbursements	138,764.19
<b>Total Grant Fund (04)</b>	<b><u>\$138,764.19</u></b>

<b>Total Receipts from all Sources:</b>	<b>\$9,747,968.34</b>
---	-----------------------

---

# Detailed Statement of Receipts

---

As of December 31, 2004

## General Fund (01)

### **Taxes:**

Property Tax	7,659,302.55	
Land Use Change Tax	191.00	
Timber Tax Yield Taxes	8,215.83	
Excavation Tax	1,805.48	
Interest/Penalties on Delinquent Taxes	57,043.70	
Elderly Lien Interest Payment	3.78	
Total Taxes		7,726,562.34

### **Licenses, Permits & Fees:**

Business Licenses & Permits	780.50	
Motor Vehicle Permit Fees	757,636.19	
Building Permits	20,725.58	
Dog Licenses	7,999.00	
Marriage Licenses	1,305.00	
Vital Records	756.00	
Total Licenses, Permits & Fees		789,202.27

### **Intergovernmental Revenues:**

DEA Funds	3,966.17	
Shared Revenue Block Grant	55,841.00	
Rooms & Meals Tax	159,440.50	
Highway Block Grant	118,288.52	
Water Pollution Grants	46,394.00	
Grafton Pond Road Bridge	69.05	
Snow Dec 2003 FEMA 3193-EM-NH	10,257.90	
Total Intergovernmental Revenues		394,257.14

### **Charges for Services:**

Income from Departments		
Town Offices	2,713.76	
Cemeteries	2,437.50	
Planning Board	11,291.59	
Zoning Board	1,286.00	

---

Income from Departments, continued		
Police Department	9,764.72	
Rubbish	15,241.03	
General Assistance	2,225.82	
Recreation	3,040.00	
Fees	5,523.63	
Rental of Town Property	1,700.00	
General Fund/Miscellaneous	1,583.08	
Police Reimbursable Projects	13,259.42	
	<hr/>	
Total Charges for Services		70,066.55

**Miscellaneous:**

Sale/Lease of Municipal Property	110,631.82	
Interest on Investments	22,591.16	
Insurance Dividends/Reimbursements	10,305.11	
Vendor Discounts Taken	1,086.56	
Misc. Revenue from Enterprise Funds	425.30	
Transfers from Capital Reserve Funds	84,825.33	
Transfers from Trust Funds	10,883.67	
	<hr/>	
Total Miscellaneous		240,748.95
<b>Total General Fund (01)</b>		<hr/> <b>\$9,220,837.25</b>

**Water Fund (02)**

**Miscellaneous:**

Sale of Municipal Water Property	350.00
----------------------------------	--------

**Revenues from Enterprise Funds:**

User Fees	138,070.03	
Late Charges	3,098.69	
Miscellaneous Revenue	150.00	
	<hr/>	
Total Revenues from Enterprise Funds		141,318.72
<b>Total Water Fund (02)</b>		<hr/> <b>\$141,668.72</b>

**Sewer Fund (03)**

**Miscellaneous:**

Sale of Municipal Sewer Property	350.00
----------------------------------	--------

**Revenues from Enterprise Funds:**

User Fees	244,044.78
Late Charges	2,153.40



---

**Revenue from Enterprise Funds, continued:**

Lower Shaker Village Punchlist	150.00	
Total Revenues from Enterprise Funds		246,348.18
<b>Total Sewer (03)</b>		<b>\$246,698.18</b>

**Grant Fund (04)****State Grants & Reimbursements:**

COPS MORE01 Grant#2001CMW0022	37,800.79	
Bulletproof Vests	1,612.50	
State Homeland Security Grant	15,565.90	
DWI Grant #308-04B-060	420.00	
Air Pac – Camera Grant	83,365.00	
Total State Grants & Reimbursements:		138,764.19
<b>Total Grant Fund (04)</b>		<b>\$138,764.19</b>

<b>Total Receipts From All Sources:</b>	<b>\$9,747,968.34</b>
---	-----------------------

---

# Summary of Payments

---

As of December 31, 2004

## General Fund (01)

### **General Government:**

Executive Office	145,240.85	
Election, Registration & Vital Statistics	59,373.79	
Financial Administration	148,377.50	
Revaluation	24,991.00	
Legal Expense	15,856.70	
Personnel Administration	451,297.79	
Planning Board	60,107.23	
Zoning Board of Adjustment	1,309.41	
General Gov't Buildings & Grounds	118,909.88	
Cemeteries	2,643.92	
Property-Liability Insurance	47,250.10	
Regional Associations	48,300.00	
Hydrant Maintenance	18,000.00	
Total General Government		1,141,658.17

### **Public Safety:**

Police Department	487,154.27	
Police Reimbursable Projects	8,583.95	
Ambulance	34,667.69	
Fire Department	86,947.23	
Building Inspection	45,171.94	
Emergency Management	2,174.07	
Dispatch Services	39,332.00	
Total Public Safety		704,031.15

### **Highways & Grounds:**

Highway Administration	404,168.93	
Highways & Streets	437,623.13	
Total Highways & Grounds		841,792.06

Street Lighting:		20,933.03
------------------	--	-----------

---

**Sanitation:**

Sanitation Administration	58,283.65	
Solid Waste Collection	107,219.91	
Solid Waste Disposal	<u>149,885.52</u>	
Total Sanitation		315,389.08

**Health & Human Services:**

Health	673.53	
Animal Control Expense	22.22	
Welfare Administration	11,743.89	
Welfare Direct Assistance	<u>9,719.48</u>	
Total Health & Human Services		22,159.12

**Culture, Recreation & Conservation:**

Parks & Recreation	26,241.92	
Library	131,795.05	
Patriotic Purposes	829.16	
Heritage Commission	180.00	
Historical Records	1,303.00	
Conservation	<u>3,275.00</u>	
Total Cultural, Recreation & Conservation		163,624.13

**Economic Development:** 616.05

**Debt Service:** 216,255.22

**Capital Outlay:**

Land and Improvements	48,734.16	
Machinery, Vehicles & Equipment	<u>55,944.76</u>	
Total Capital Outlay		104,678.92

**Payments to Capital Reserve:** 135,000.00

**Transfers to Trust & Agency Funds:** 300.00

**Miscellaneous:**

Unclassified	116,622.86	
Payments to Other Governments	<u>4,502,003.44</u>	
Total Miscellaneous		<u>4,618,626.30</u>
<b>Total General Fund (01)</b>		<b>\$8,285,063.23</b>

---

**Water Fund (02)**

<b>Water Administration:</b>	91,024.03
<b>Water Operations:</b>	40,217.38
<b>Debt Service:</b>	26,809.19
<b>Unclassified:</b>	15,783.01
<b>Total Water Fund (02)</b>	<u>\$173,833.61</u>

**Sewer Fund (03)**

<b>Sewage Administration:</b>	62,948.04
<b>Sewage Operations:</b>	146,728.53
<b>Unclassified:</b>	1,500.00
<b>Total Sewer Fund (03)</b>	<u>\$211,176.57</u>

**Grant Fund (04)**

<b>Police Department:</b>	15,960.28
<b>Fire Department:</b>	81,765.00
<b>Emergency Management:</b>	3,750.00
<b>Improvements: Other</b>	12,290.11
<b>Total Grant Fund (04)</b>	<u>\$113,765.39</u>

**Capital Projects Fund (05)**

<b>Improvements: Other</b>	4,133.47
<b>Total Capital Projects Fund (05)</b>	<u>\$4,133.47</u>

<b>Total Payments – All Funds:</b>	<b>\$8,787,972.27</b>
------------------------------------	-----------------------

---

# Detailed Statement of Payments

---

As of December 31, 2004

## General Fund (01)

### General Government

#### **Executive Office:**

Executive Personnel	102,904.66	
Selectmen's Salaries	7,027.20	
Moderator & Asst. Moderator	1,259.90	
Overtime	2,333.72	
Telephone/Communications	1,626.02	
Internet	1,343.75	
Public Information	1,399.95	
Printing	9,224.54	
Dues	5,981.50	
Office Supplies	2,138.80	
Postage	2,426.00	
Repairs & Service Contracts	2,085.14	
Law Books/References	883.65	
Executive Health & Safety	5.53	
Miscellaneous	2,753.52	
New Equipment	649.00	
Professional Development - Executive	725.08	
Professional Development – Selectmen	35.00	
Town Meeting	93.97	
Mileage – Executive	262.17	
Mileage – Selectmen	81.75	
Total Executive Office		145,240.85

#### **Election, Registration & Vital Statistics:**

Town Clerk Salary	23,233.67
Deputy Town Clerk Salary	16,165.52
Supervisors of the Checklist	3,259.98
Ballot Clerks	2,255.97
Telephone/Communications	866.07
Public Information	611.14
Dues	20.00



---

**Election, Reg. & Vital Stat., continued:**

Supplies	940.42	
Ballots & Checklists	3,056.70	
Office Supplies	1,937.62	
Postage	2,181.62	
Repairs & Service Contracts	3,355.10	
Law Books/Reference Material	477.25	
New Equipment	344.16	
Professional Development	554.00	
Mileage	114.57	
	<hr/>	
Total Election, Reg. & Vital Stats.		59,373.79

**Financial Administration:**

Bank Fees	3,200.28	
Financial Personnel	68,465.24	
Tax Collector Salary	20,071.34	
Treasurer Salary	7,971.39	
Trustee of Trust Funds	1,514.00	
Overtime	7,331.40	
Audit	7,550.00	
Transfers/Deeds	2,328.42	
Tax Mapping	3,250.00	
Telephone/Communications	660.11	
Public Information	121.80	
Dues	255.00	
Printed Forms	1,856.49	
Office Supplies	2,781.53	
Postage	5,948.20	
Repairs & Service Contracts	9,319.59	
Law Books & References	48.00	
Miscellaneous	37.88	
New Equipment	859.39	
Professional Development	95.00	
Professional Development-Assessing	1,056.02	
Professional Development-Tax Collector	695.32	
Mileage - Finance	593.88	
Mileage - Assessing	111.00	
Mileage - Tax Collector	92.25	
Budget Committee	2,163.97	
	<hr/>	
Total Financial Administration		148,377.50

<b>Revaluation - Reappraisal of Property:</b>	24,991.00
---	-----------

---

**Legal Expense:**

Legal Defense	13,049.70
Legal Advice	212.00
Interpret RSA, Contracts, Other	2,595.00

15,856.70

**Personnel Administration:**

Health Insurance	236,308.78
Delta Dental	10,211.13
Life/Disability Insurance	10,000.77
Employer Paid FICA	63,711.18
Employer Paid Medicare	18,706.25
Employer Paid Retirement	68,528.71
Unemployment Compensation Insurance	137.03
Workers' Compensation Insurance	42,158.20
Section 125 Administration	1,045.99
Drug & Alcohol Testing	489.75

Total Personnel Administration

451,297.79

**Planning Board:**

Planning Board Personnel	47,183.67
Printing	77.10
Telephone/Communications	457.53
Meeting/Hearing Records	611.08
Internet	1,163.28
Public Information	1,200.66
Dues	4,433.00
Office Supplies	244.73
Postage	1,755.93
Repairs & Service Contracts	477.16
Law Books/References	230.00
Miscellaneous	65.08
New Equipment	899.00
Professional Development	169.70
Lake Monitoring	300.00
Filing Mylars	520.37
Mileage	318.94

Total Planning Board

60,107.23

**Zoning Board of Adjustment:**

Meeting/Hearing Records	260.31
Office Supplies	34.66
Postage	662.86
Books/Materials	128.00

---

**Zoning Board of Adjustment, continued:**

Professional Development	90.00	
Mileage	133.58	
Total Zoning Board of Adjustment		1309.41

**General Government Buildings:**

Contracted Services	31,649.50	
Utilities-Electric	26,621.27	
Heating Oil	18,326.70	
Water/Sewer Usage	2,671.43	
Heating Gas	2,017.96	
Community Building Maintenance	2,327.33	
DPW Facility Maintenance	3,194.34	
Whitney Hall Maintenance	11,596.90	
Police Facility	1.57	
DPW Garages	355.42	
Union Street Fire Station Maintenance	238.20	
Enfield Center Fire Station Maintenance	1,358.36	
Reservoirs & Dams	1,295.84	
Depot Street Ambulance Building	200.71	
Chemical Toilet Rental	4,885.00	
Miscellaneous Property Expenses	244.40	
Community Building—Special Projects	28.04	
DPW Garages—Special Projects	7,618.24	
Center Fire Station—Special Projects	4,086.73	
Depot Street—Special Projects	185.50	
Reservoirs & Dams—Special Projects	6.44	
Total General Government Buildings		118,909.88

**Cemeteries:**

Telephone/Communications	.15	
Public Information	99.53	
Dues	20.00	
Supplies	991.04	
Office Supplies	199.05	
Miscellaneous	1,160.27	
Professional Development	100.00	
Mileage	73.88	
Total Cemeteries		2,643.92

**Property-Liability Insurance:**

47,250.10

---

**Regional Associations:**

Advance Transit	3,000.00	
LISTEN	2,900.00	
Headrest	3,000.00	
Visiting Nurse Alliance of VT & NH	16,850.00	
Senior Citizens Council	4,750.00	
WISE	2,300.00	
Museum at Lower Shaker Village	4,500.00	
West Central Services	1,000.00	
Enfield Village Association	10,000.00	
Total Regional Associations		48,300.00

**Hydrant Maintenance:**

18,000.00

**Public Safety****Police Department:**

Personnel: Full-time	323,038.28
Personnel: Part-time	30,437.13
New Hire/Physicals	1,813.38
Training	2,013.66
Contracted Services	20,162.00
Overtime	25,647.69
Telephone/Communications	9,286.63
Internet	4,788.00
Public Information	256.78
Dues	519.00
Supplies	2,094.94
Office Supplies	5,165.62
Postage	805.89
Repairs & Service Contracts	15,623.26
Gasoline	9,580.30
Diesel Fuel	17.15
Vehicle Repairs/Maintenance	10,064.32
Books/Periodicals	725.62
Uniforms	7,651.94
Police Health & Safety	5.53
Investigative Funds	2,064.13
DARE	2,455.34
New Equipment	6,924.70
Professional Development	3,786.05
Cadet Program	2,000.00

---

**Police Department, continued:**

Mileage	226.93	
Total Police Department		487,154.27

**Police Reimbursable Projects:**

8,583.95

**Ambulance:**

Ambulance Personnel	9,538.74	
New Hire/Physicals/Medical	605.70	
Telephone/Communications	673.88	
Supplies	3,151.70	
Oxygen	1,039.33	
Office Supplies	43.05	
Repairs & Service Contracts	2,972.91	
Gasoline	37.00	
Diesel Fuel	513.90	
Vehicle Repairs/Maintenance	638.55	
Uniforms & Safety Gear	342.65	
Ambulance Health & Safety	5.53	
New Equipment	1,362.97	
Continuing Education	1,258.71	
Mutual Aid Ambulance Services	12,430.00	
Mileage	53.07	
Total Ambulance		34,667.69

**Fire Department:**

Fire Wards' Salaries	1,032.45
Firefighters Services	35,390.60
Fire Inspection (Building Inspector)	2,542.27
New Hire/Physicals/Medical	198.00
Training	1,436.74
Snow Removal From Hydrants	703.80
Telephone/Communications	2,431.52
Dues	260.00
Supplies	626.94
Office Supplies	106.48
Repairs & Service Contracts	1,681.62
Gasoline	1,535.58
Diesel Fuel	814.10
Vehicle Repairs/Maintenance	22,606.41
Clothing	14,098.66
Fire Health & Safety	11.06
New Equipment	1,351.56



---

**Fire Department, continued:**

Mileage	119.44	
Total Fire Department		86,947.23

**Building Inspection:**

Building Inspection Personnel	39,481.35	
Telephone/Communications	476.26	
Internet	1,163.28	
Public Information	105.30	
Dues	272.00	
Supplies	15.00	
Office Supplies	104.58	
Postage	63.34	
Repairs & Service Contracts	477.16	
Law Books/References	508.72	
New Equipment	7.02	
Professional Development	412.75	
Mileage	2,085.18	
Total Building Inspection		45,171.94

**Emergency Management:**

Emergency Management Part Time	654.07	
Emergency Management Supplies	270.00	
Repairs & Service Contracts	1,250.00	
Total Emergency Management		2,174.07

**Dispatch Services:**

39,332.00

**Highways & Streets****Highway Administration:**

Personnel: Full Time	354,448.15	
Personnel: Part Time/Seasonal	3,465.98	
New Hire/Physical/Medical	20.00	
Overtime	25,529.37	
Telephone/Communications	3,168.78	
Weather Forecasting	1,162.38	
Internet	2,326.56	
Public Information	81.92	
Dues	103.33	
Office Supplies	5,936.14	
Postage	119.50	
Repairs & Service Contracts	336.64	

---

---

**Highway Administration, continued:**

Uniforms & Safety Gear	6,221.23	
Health & Safety – Highway & Grounds	5.53	
Professional Development – Hwy Admin	1,005.04	
Professional Development – Highway	24.95	
Mileage – Highway Admin	131.68	
Mileage – Highway	81.75	
Total Highway Administration		404,168.93

**Highways & Streets:**

Survey & Engineering	1,426.34	
General Supplies – Highway & Grounds	14,111.88	
Winter Salt and Chemicals	46,038.57	
Aggregate & Fill Materials	75,557.49	
Pavement Maintenance	129,779.36	
Signs & Markings	6,609.82	
Bridge Maintenance	300.00	
Drainage Maintenance	7,346.18	
Sidewalk Maintenance	143.53	
Gravel Road Surface Treatment	9,180.00	
Winter Sand	48,067.70	
Vegetation Management	6,000.00	
Equipment Rental – Highway & Grounds	1,881.00	
Field Supplies	23.10	
Gasoline – Highway	3,832.86	
Diesel Fuels – Highway	21,280.32	
Gasoline – Grounds	25.38	
Diesel Fuels	370.49	
Vehicle/Equip. Repairs/Maintenance	54,621.97	
Special Projects	444.02	
New & Replacement Equipment	10,583.12	
Total Highways & Streets		437,623.13

**Street Lighting:** 20,933.03

**Sanitation****Sanitation Administration:**

Sanitation Personnel	48,641.99
New Hire Physical/Medical	86.00
Sanitation Overtime	5,110.02
Telephone/Communications	851.97
Internet	1,163.28

---

---

**Sanitation Administration, continued:**

Public Information	366.95	
Postage	1.40	
Uniforms & Safety Gear	882.28	
Professional Development	986.33	
Mileage	193.43	
Total Sanitation Administration		58,283.65

**Solid Waste Collection:**

Site Maintenance	1,646.03	
MSW Contracts	100,019.09	
Recycling Contracts	289.35	
Supplies	3,867.48	
Equipment Repairs/Maintenance	1,154.93	
Special Projects	212.00	
New & Replacement Equipment	31.03	
Total Solid Waste Collection		107,219.91

**Solid Waste Disposal:**

Landfill Costs	131,069.08	
Recycling Processing	14,360.86	
Household Hazardous Waste	4,455.58	
Total Solid Waste Disposal		149,885.52

**Health & Human Services****Health Department:**

Dues	70.00	
Office Supplies	13.86	
Postage	2.03	
Professional Development	60.00	
Mileage	527.64	
Total Health Department		673.53

**Animal Control Expense:** 22.22

**Welfare Administration:**

Welfare Personnel	9,947.55	
Telephone/Communications	77.16	
Office Supplies	240.41	
Postage	22.90	
New Equipment	759.98	
Professional Development	199.00	

---

---

**Welfare Administration, continued:**

Mileage	496.89	
Total Welfare Administration		11,743.89

**Welfare Direct Assistance:**

Rent	8,012.28	
Food/Household	344.67	
Fuel	76.56	
Transportation	20.00	
Rx & Medical	1,135.35	
Utilities – Electric	107.62	
Miscellaneous	23.00	
Total Welfare Direct Assistance		9,719.48

**Culture, Recreation & Conservation****Parks & Recreation:**

Recreation Personnel	17,209.20	
New Hire Physical/Medical	20.00	
Telephone/Communications	.03	
Huse Park Maintenance	596.00	
Shakoma Beach Maintenance	974.61	
Shaker Recreation Park Maintenance	3,253.75	
Supplies	385.92	
Miscellaneous	127.55	
Huse Park Special Projects	6.22	
New Equipment	103.30	
Summer Program	2,819.68	
Halloween	236.28	
Easter Egg Hunt	454.63	
Mileage	54.75	
Total Parks & Recreation		26,241.92

**Library:**

Library Personnel	79,278.66
New Hire Physical/Medical	20.00
Telephone/Communications	1,608.68
Internet	939.60
Dues	120.00
Office Supplies	3,529.92
Postage	893.07
Repairs & Service Contracts	4,049.00
Books	33,392.09

---

**Library, continued:**

Library Health & Safety	5.53	
Miscellaneous	187.50	
New Equipment	2,700.03	
Binding	844.50	
Professional Development	313.80	
Special Projects	3,746.12	
Mileage	166.55	
Total Library		131,795.05

**Patriotic Purposes:**

829.16

**Heritage Commission:**

Miscellaneous Reimbursements	180.00
------------------------------	--------

**Historical Records:**

Clerk	543.40	
Dues	30.00	
Record Preservation Supplies	558.25	
Office Supplies	7.44	
Shipping	14.69	
Books	98.32	
Binding	50.90	
Total Historical Records		1,303.00

**Conservation Commission:**

Meeting/Hearing Records	502.87	
Dues	225.00	
Supplies	89.92	
Office Supplies	28.30	
Postage	16.00	
Conservation Fund	2,412.91	
Total Conservation Commission		3,275.00

**Economic Development****Economic Development:**

Telephone Communications	.13	
Supplies	7.50	
Postage	570.17	
Mileage	38.25	
Total Economic Development		616.05



---

### Debt Service

#### **Debt Service:**

Principal Expense	169,859.24	
Interest--Long-term Bonds & Notes	<u>46,395.98</u>	
Total Debt Service		216,255.22

### Capital Outlay

#### **Land and Improvements:**

Community Building Property	26,993.76	
Cemetery Headstone Improvement	<u>21,740.40</u>	
		48,734.16

#### **Machinery, Vehicles & Equipment:**

Cruiser	21,589.76	
DPW Equipment	26,355.00	
Town Office Equipment	<u>8,000.00</u>	
Total Machinery, Vehicles & Equipment		55,944.76

### Operating Transfers Out

#### **Payments to Capital Reserve:**

Whitney Hall Renovation	5,000.00	
Municipal Building	5,000.00	
Technology Services	30,000.00	
Sidewalks	5,000.00	
Ambulance	10,000.00	
Fire Vehicle/Equipment	10,000.00	
Revaluation	15,000.00	
Police Equipment	5,000.00	
Public Works Vehicle/Equipment	<u>50,000.00</u>	
Total Payments to Capital Reserve		135,000.00

#### **Transfers to Trust & Agency Funds:**

Transfer to Expendable Trust Funds	300.00
------------------------------------	--------

### Miscellaneous

#### **Unclassified:**

Highway Reimbursables	275.67
Cemetery Maintenance Trust Fund	10,775.60
DEA Expenses	<u>3,266.87</u>

---

**Unclassified, continued:**

Downtown Revitalization from CRF	17,720.50	
Technology Services Offset by CRF	16,894.84	
Property Tax Prior Year	3,206.80	
Refunds/Overlay	64,482.58	
	<hr/>	
Total Unclassified		116,622.86

**Payments to Other Governments:**

State of New Hampshire	3,528.50	
Grafton County	577,779.00	
Eastman Village District	13,896.00	
School District	3,905,501.44	
Federal Government	1,298.50	
	<hr/>	
Total Payments to Other Governments		4,502,003.44
<b>Total General Fund (01)</b>		<hr/> <b>\$8,285,063.23</b>

**Water Fund (02)****Water Administration:**

Salaries and Wages	52,191.26
Overtime	1,921.96
Insurance - Health	16,037.16
Insurance - Dental	356.77
Insurance - Life/STD	405.72
Employer Paid FICA	3,072.71
Employer Paid Medicare	718.57
Retirement	1,719.48
Insurance - Unemployment	8.00
Insurance - Workers' Compensation	2,145.93
Section 125 Administration	138.35
Auditing Services	350.00
Telephone/Communications	1,776.13
Telemetry/SCADA	1,313.25
Digsafe	106.34
Bookkeeping Services	1,165.00
Internet	1,163.28
Taxes	1,713.58
Insurance - Property/Liability	875.00
Public Information	88.72
Office Supplies	426.70
Postage	677.43
Admin. Repairs & Service Contracts	774.20
Uniforms & Safety Gear	654.51

**Water Administration, continued:**

Customer Direct Billing	403.59	
Professional Development	683.33	
Mileage	137.06	
Total Water Administration		91,024.03

**Water Operations:**

Survey & Engineering	252.97	
Electrical Utilities	7,855.08	
Heating Gas	156.90	
Supplies	957.79	
Water Quality Monitoring	6,315.00	
Meters & Backflow Prevention	4,316.48	
Distribution System Maintenance	12,188.14	
Production & Storage Maintenance	3,082.42	
Gasoline	734.63	
Grounds & Easement Maintenance	1,000.00	
Vehicle & Equipment Repairs/Maint.	592.97	
New & Replacement Equipment	2,765.00	
Total Water Operations		40,217.38

**Debt Service****Debt Service:**

Principal Expense	15,625.98	
Interest--Long-term Bonds & Notes	8,370.53	
Loan Fees	2,812.68	
Total Debt Service		26,809.19

**Miscellaneous****Unclassified:**

Force Acct Main & Shaker Hill Bridges	14,283.01	
Refund/Overlay	1500.00	
Total Unclassified		15,783.01
<b>Total Water Fund (02)</b>		<b>\$173,833.61</b>

**Sewer Fund (03)****Sanitation Administration:**

Salaries and Wages	33,451.36
Overtime	1,016.84
Insurance – Health	11,508.15

---

**Sanitation Administration, continued:**

Insurance – Dental	244.09	
Insurance - Life/STD	277.80	
Employer Paid FICA	2,038.09	
Employer Paid Medicare	476.61	
Retirement	1,224.88	
Insurance – Unemployment	6.00	
Insurance - Workers' Compensation	1,005.86	
Section 125 Administration	93.37	
Auditing Services	350.00	
Legal Expenses	300.00	
Telephone/Communications	1,077.71	
Telemetry/SCADA	2,785.66	
Digsafe	106.33	
Bookkeeping Services	1,165.00	
Internet	1,163.28	
Insurance - Property/Liability	1,300.00	
Office Supplies	425.18	
Postage	332.18	
Admin. Repairs & Service Contracts	774.18	
Uniforms & Safety Gear	663.17	
Customer Direct Billing	403.59	
Professional Development	626.33	
Mileage	132.38	
Total Sanitation Administration		62,948.04

**Sewer Operations:**

Survey & Engineering	2,252.73	
Electrical Utilities	6,142.32	
Heating Gas	148.43	
Supplies	871.56	
Odor Control	2,629.00	
Water Meters	1,971.06	
Collection System Maintenance	7,922.56	
Pump Station Maintenance	2,630.35	
Wastewater Treatment	112,772.58	
Gasoline	734.63	
Diesel Fuel	24.31	
Grounds & Easement Maintenance	500.00	
Vehicle & Equipment Maintenance	513.72	
Special Projects	2,553.28	
New & Replacement Equipment	5,062.00	
Total Sewage Operations		146,728.53

---

**Miscellaneous**

**Unclassified:**

Refund/Overlay	1,500.00
<b>Total Sewer Fund (03)</b>	<b>\$211,176.57</b>

**Grant Fund (04)**

**Police Department:**

Sate Homeland Security Grant	15,565.90	
DWI Grant #308-04B-060	394.38	
	<hr/>	
<b>Total Police Department</b>		15,960.28

**Fire Department:**

Air Pac – Camera Grant	81,765.00
------------------------	-----------

**Emergency Management:**

Hazmat Team Fee Grant	3,750.00
-----------------------	----------

**Capital Outlay**

**Improvements: Other**

COPS FAST Salary	9,011.60	
Overtime	936.00	
Health Insurance	1,206.09	
Life/Disability Insurance	15.32	
Medicare	144.24	
Retirement	782.88	
Unemployment Compensation Insurance	5.97	
Workers Compensation Insurance	188.01	
	<hr/>	
<b>Total Improvements: Other</b>		12,290.11
<b>Total Grant Fund (04)</b>		<b>\$113,765.39</b>

**Capital Projects Fund (05)**

**Capital Outlay**

**Improvements: Other**

Master Plan Update	4,133.47
<b>Total Capital Project Fund (05)</b>	<b>\$4,133.47</b>

**Total Payments—All Funds:** **\$8,787,972.27**



---

## Enfield Library Trustees Treasurer's Report

---

**Balance as of December 31, 2003** \$10,359.32

**Deposits, 2004:** 5,524.60  
\$15,883.92

**Expenditures, 2004**

Summer Program	\$ 130.00	
Shelving	4,474.12	
Miscellaneous	<u>22.47</u>	
		<u>4,899.59</u>

**Balance as of December 31, 2004** \$10,984.33

### Savings Account and CD's

12/31/03 .....	\$37,120.30
Interested added .....	560.84
New Certificate .....	<u>2,205.28</u>
12/31/03 .....	\$39,886.42

Judith Kmon  
Treasurer

# Report of Trust & Capital Reserve Funds

		PRINCIPAL				INCOME				GRAND TOTAL
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
COMMON TRUST FUNDS										
LIBRARY										
1924	Ida A. Cox	10,530.63			10,530.63	350.47	358.71	350.47	358.71	10,889.34
1964	Stella H. Dorothy	1,263.62			1,263.62	42.05	43.04	42.05	43.04	1,306.66
1933	Ella Pattee	51,365.80			51,365.80	1,709.52	1,749.70	1,709.52	1,749.70	53,115.50
1936	Flanders	1,050.95			1,050.95	34.98	35.80	34.98	35.80	1,086.75
1930	Huse	1,050.95			1,050.95	34.98	35.80	34.98	35.80	1,086.75
1963	Gertrude Stewart	1,000.00			1,000.00	33.28	34.06	33.28	34.06	1,034.06
	Total Library	66,261.95			66,261.95	2,205.28	2,257.11	2,205.28	2,257.11	68,519.06
SCHOOL										
1954	Ira Copeland	3,638.74			3,638.74	121.11	123.95	121.11	123.95	3,762.69
1902	Marcia M. Foster	6,120.95			6,120.95	203.71	208.50	203.71	208.50	6,329.45
1984	Memorial Arts Fund	14,494.90	164.54		14,659.44	385.66	493.61	482.62	396.65	15,056.09
1959	Frank N. Hall	13,957.76			13,957.76	464.53	585.26	574.34	475.45	14,433.21
1987	Mont Calm Grange	3,268.50	16.70		3,285.20	92.00	111.34	108.70	94.64	3,379.84
	Total School	41,480.85	181.24		41,662.09	1,267.01	1,522.66	1,490.48	1,299.19	42,961.28
TOWN PURPOSES										
1869	William Gage	4,925.35			4,925.35	163.92	167.77	163.92	167.77	5,093.12
1884	George W. Johnson	300.00			300.00	9.98	10.22	9.98	10.22	310.22
	Total Town Purposes	5,225.35			5,225.35	173.90	177.99	173.90	177.99	5,403.34
OAK GROVE CEMETERY										
1914	Emeline P. Barnes	250.00			250.00	8.32	8.52	8.32	8.52	258.52
1924	Fannie G. Huntoon	100.00			100.00	3.33	3.41	3.33	3.41	103.41
1946	Charles W. Sweeney	100.00			100.00	3.33	3.41	3.33	3.41	103.41
1918	Alice P. Webster	100.00			100.00	3.33	3.41	3.33	3.41	103.41
1910	Abram L. Williams	300.00			300.00	9.99	10.22	9.99	10.22	310.22
1985	Lee V. Hardy	1,500.00			1,500.00	49.92	51.10	49.92	51.10	1,551.10
1987	Samuel L. Williams	1,500.00			1,500.00	49.92	51.10	49.92	51.10	1,551.10
1987	Frank B. Williams	1,500.00			1,500.00	49.92	51.10	49.92	51.10	1,551.10
1987	Loveloy - Parker	1,500.00			1,500.00	49.92	51.10	49.92	51.10	1,551.10
	Total Oak Grove	6,850.00			6,850.00	227.98	233.37	227.98	233.37	7,083.37

		PRINCIPAL					INCOME				GRAND TOTAL
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR	GRAND TOTAL
FOLLANSBEE CEMETERY											
1918	Louisa Gove	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
TOWN CEMETERY											
1902	Mary A. Dennison	200.00			200.00	6.65	6.81	6.65	6.81	206.81	
1924	George W. Johnson	1,691.59			1,691.59	56.30	57.62	56.30	57.62	1,749.21	
1939	Ebenezer Little	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1931	Mark A. Purnort	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1983	George Roberts	329.72			329.72	10.97	11.23	10.97	11.23	340.95	
	Total Town	2,421.31			2,421.31	80.58	82.48	80.58	82.48	2,503.79	
LAKEVIEW CEMETERY											
1960	Perley C. & Rose Ward	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1964	G. Ronca & E. Bushee	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1965	Johnson & Cummings	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
	Total Lakeview	300.00			300.00	9.99	10.23	9.99	10.23	310.23	
GEORGE HILL CEMETERY											
1930	Emma Andrews	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1955	Chase & Heath	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1945	Florence Davis	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1915	Jackman	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1939	Louise Sinclair	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1956	Elbridge Truell	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1936	Ella M. Willard	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1965	Frank Russell	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
	Total George Hill	800.00			800.00	26.64	27.28	26.64	27.28	827.28	
LOCKEHAVEN CEMETERY											
1902	Mark Burnham	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1944	Frank Follansbee	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1899	Abigail Gage	200.00			200.00	6.65	6.81	6.65	6.81	206.81	
1916	Alice Martin	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1891	Sally Clough	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1902	Eben Dustin	1,691.59			1,691.59	56.30	57.62	56.30	57.62	1,749.21	
	Total Lockehaven	2,291.59			2,291.59	76.27	78.07	76.27	78.07	2,369.66	



		PRINCIPAL				INCOME					GRAND TOTAL
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR	
PURMORT CEMETERY											
1902	Purmort, Day, Foster	416.00			416.00	13.84	14.17	13.84	14.17	430.17	
1922	Emma F. Kidder	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
	Total Purmort	516.00			516.00	17.17	17.58	17.17	17.58	533.58	
MONTCALM CEMETERY											
1959	Ernest O. Bailey	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1940	Bartlett Clough	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1954	W. P. Clough	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1943	Harry Davis	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1896	Dorcas Emerson	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1961	Robert Lawn	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1958	Edward & Mary Morse	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1944	Frank Morse	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1945	Walter & B. Morse	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1916	Rebeca Noyes	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1931	G.H. Dolly Sargent	50.00			50.00	1.65	1.70	1.65	1.70	51.70	
1930	Frank W. Smith	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1960	Henry Smith	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1957	Alfred Truell	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1977	Eli & Elsie Plant	200.00			200.00	6.65	6.81	6.65	6.81	206.81	
1922	Emma F. Kidder	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
1955	Bucklin	1,691.60			1,691.60	56.29	57.62	56.29	57.62	1,749.22	
1901	Joseph F. Perley	1,779.25			1,779.25	59.21	60.61	59.21	60.61	1,839.86	
1891	Sally Clough	100.00			100.00	3.33	3.41	3.33	3.41	103.41	
	Total Montcalm	5,220.85			5,220.85	173.75	177.89	173.75	177.89	5,398.74	
	TOTAL CEMETERIES	18,499.75			18,499.75	615.71	630.31	615.71	630.31	19,130.06	
TOTAL COMMON TRUST FUNDS		131,467.90	181.24	-	131,649.14	4,261.90	4,588.07	4,485.37	4,364.60	136,013.74	
GENERAL FUND TRUST FUNDS											
1997	Cemetery Maintenance	14,109.34	300.00	13,570.99	838.35	-	32.61	234.61	(202.00)	636.35	
2003	Veterans Memorial Park	5,323.33	5,995.00	9,168.57	2,149.76	56.14	21.63	75.28	2.49	2,152.25	
TOTAL GENERAL TRUST FUNDS		19,432.67	6,295.00	22,739.56	2,988.11	56.14	54.24	309.89	(199.51)	2,788.60	
TOTAL ALL TRUST FUNDS		150,900.57	6,476.24	22,739.56	134,637.25	4,318.04	4,642.31	4,795.26	4,165.09	138,802.34	

		PRINCIPAL					INCOME				GRAND TOTAL
DATE OF CREATION	NAME/PURPOSE OF FUND	HOW INVESTED	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
CAPITAL RESERVE FUNDS											
1986	Public Works Vehicle & Equipment	NHPDIP	79,964.73	50,000.00	-	129,964.73	67.65	813.68	-	881.33	130,846.06
1986	Cemetery	NHPDIP	8,638.89	-	3,489.98	5,148.91	151.46	60.22	170.59	41.09	5,190.00
1984	Town Dump	NHPDIP	2,222.64	-	-	2,222.64	6,475.14	85.79	-	6,560.93	8,783.57
1987	Municipal Building	NHPDIP	66,311.25	5,000.00	-	71,311.25	42.39	658.20	-	700.59	72,011.84
1971	Reappraisal	NHPDIP	70,383.11	15,000.00	-	85,383.11	42.57	702.82	-	745.39	86,128.50
1972	Ambulance	NHPDIP	52,432.35	10,000.00	-	62,432.35	3,403.05	556.64	-	3,959.69	66,392.04
1973	Municipal Water System	NHPDIP	54,831.06	0.00	-	54,831.06	1,335.86	556.09	-	1,891.95	56,823.01
1975	Whitney Hall	NHPDIP	56,359.25	5,000.00	-	61,359.25	7,950.44	638.03	-	8,588.47	69,947.72
1981	Fire Vehicles & Equipment	NHPDIP	45,255.87	10,000.00	-	55,255.87	15,121.37	593.22	8,200.00	7,514.59	62,770.46
1985	Recreation Facility	NHPDIP	1,374.02	-	-	1,374.02	313.83	16.39	-	330.22	1,704.24
1985	Police Equipment	NHPDIP	31,020.71	5,000.00	9,716.90	26,303.81	18.97	298.12	283.10	34.99	26,338.80
1987	Water Meter/Backflow Preventer	NHPDIP	9,128.97	-	-	9,128.97	1,398.67	104.01	-	1,500.68	10,629.65
1987	Municipal Sewer System	NHPDIP	54,576.77	-	-	54,576.77	35.62	539.87	-	575.86	55,152.46
1988	Land Acquisition	NHPDIP	93,000.00	-	-	93,000.00	3,809.47	956.89	-	4,766.36	97,766.36
1989	Technology Services	NHPDIP	72,590.63	30,000.00	35,936.67	66,653.96	39.52	695.67	657.69	77.50	66,731.46
1999	Library Automation	NHPDIP	-	-	-	-	-	-	-	-	-
2000	Down Town Revitalization	NHPDIP	20,000.00	-	16,807.28	3,192.72	669.85	110.55	757.52	22.88	3,215.60
2004	Sidewalk Construction	NHPDIP	-	5,000.00	-	5,000.00	-	2.28	0.00	2.28	5,002.28
TOTAL CAPITAL RESERVE FUNDS			718,190.25	135,000.00	65,950.83	787,239.42	40,874.06	7,389.47	10,068.90	38,194.63	825,434.05
TOTAL TRUST FUNDS			150,900.57	6,476.24	22,739.56	134,637.25	4,318.04	4,642.31	4,795.26	4,165.09	138,802.34
TOTAL ALL FUNDS			869,090.82	141,476.24	88,690.39	921,876.67	45,192.10	12,031.78	14,864.16	42,359.72	964,236.39





---

# Town of Enfield



# Narrative Reports

---

# Building Inspector/Health Officer/Fire Inspector

---

<b>MISSION STATEMENT</b>
--------------------------

**To provide the citizens of Enfield, NH with as safe and healthy living environment as possible, by applying the applicable codes and laws adopted by the Town, and the State of NH in a timely and fair manner; to assist other departments and administration with information and knowledge necessary to achieve the common goal of betterment of the Town of Enfield.**

Once again the Town of Enfield has seen a year of building that has exceeded our expectations. A total of 164 permits were issued which included 32 single-family units, 1 two-family unit, and 12 commercial permits, with the remainder issued for decks, barns, remodeling, etc.

All building codes that have been adopted by the town are a minimum standard to be followed. It is the responsibility of the persons performing the work to know these codes and apply for all necessary permits prior to starting a project. This office is available to help with your questions and concerns. Please feel free to contact me at your convenience.

A couple of reminders, remember to call Dig Safe for any excavating projects, this is for both commercial and residential property. Dig Safe needs to be contacted 72 hours before you begin, their phone number is (888)-344-7233 or on the web at [www.digsafe.com](http://www.digsafe.com).

Secondly, any seasonal home that is being made into a year round dwelling needs to have a septic system designed for what the new dwelling will be; the existing system may not be adequate and will not be legal.

Please be careful with any alternative heat sources that you may be using and check your smoke detector's battery at least once a year.

Respectfully submitted,

Phil Neily  
Building/ Health/ Fire Inspector

---

# Have You Checked Your Septic System Lately?

---

An ailing or failed septic system can cause you and your neighbors serious sanitary problems and cost a substantial amount of money to recondition or repair. A failed septic system can release unpleasant odors and leak surface effluent, or back-up untreated effluent into your house or onto your property. It can also contaminate adjacent lakes, streams and drinking water sources.

A septic system is a simple, efficient system, which utilizes gravity, fluid dynamics and natural biological processes to purify the wastewater from your home. A typical system normally consists of a vented septic tank usually 1000 – 2000 gallon concrete tank, and a drainfield or leachfield (perforated pipe embedded in gravel or sand filled trenches and connected to the tank via a distribution box).

Wastewater from your house (from sinks, clothes and dishwashers, baths, showers and toilets) flows into the septic tank where the solid matter separates out. Given enough time the heavier solids settle to the bottom of the tank as sludge and the lighter solids (primarily oil and grease) float to the top as scum. Both the sludge and the scum are decomposed by anaerobic microorganisms that thrive without oxygen. Clarified wastewater flows into the drainfield and then into the surrounding permeable soil. Anaerobic microorganisms in the gravel, or sand of the drainfield, and aerobic microorganisms in the surrounding soil complete the purification process by removing pathogenic (harmful) viruses, bacteria, and protozoa from the effluent. The purified effluent is then taken up by plants, or percolates into the water table.

Any part of a septic system can fail due to neglect, ignorance or accident. Tanks and piping can deteriorate with age, be disturbed by nearby construction, be cracked or broken by natural settling or vehicular traffic, or be obstructed or blocked by inappropriate items flushed down the drains or by tree roots. Beneficial microorganisms in the septic tank and drainfield can be destroyed by chemicals flushed down toilets or sinks. And, most detrimental, drainfields can become clogged with particulate matter that should have been retained and decomposed earlier in the septic tank. Excessive particulate matter can flow into the drainfield when the normal buildup of solids in the tanks is not relieved by a timely pump-out of the tank.

---

### **Guidelines to maintain your System**

- ***Have your septic system inspected and septic tank pumped out every 2 to 3 years.***
- ***Minimize the amount of wastewater you generate.*** Spread out the usage of baths, showers, and washing machines. Don't empty large amounts of water from hot tubs, whirlpools etc into the septic system.
- ***Minimize the Solids you introduce into the Wastewater.*** This includes fat, grease, oil, sand and dirt. Minimize the use of your garbage disposal unit. Use alternate disposal methods such as composting whenever practical. The fewer the solids, the less often the tank will need to be pumped.
- ***Avoid putting the following chemicals down the drain*** (they will kill the system's microorganisms):
  - "Drano", "Liquid Plumber", or any lye based chemicals
  - "Oven Off" or any strong cleaning agents.
  - Paints, thinners, solvents, acids, or photographic chemicals
  - Root Killers or any product containing copper sulphate
  - Septic System Additives, disinfectants, pesticides or poisons
- ***Avoid flushing non-biodegradable items down the toilet e.g.***
  - Paper products other than toilet paper
  - Disposable diapers, feminine hygiene items or condoms
  - Cigarette butts, bandages, & cotton swabs
  - Cat box litter
- ***Use biodegradable soaps and detergents.***

***Protect the drainfield:*** Don't build anything on it or plant anything over it except grass. Don't drive over it or compact the soil over it in any way.

By understanding your septic system and conscientiously following the maintenance suggestions above, you should be able to provide a long life to your system.



---

# Board of Cemetery Trustees

---

<h2>MISSION STATEMENT</h2>
----------------------------

**To ensure ample resources are available to maintain all cemeteries (stones, fences, grounds, stone walls, trees etc) for which the Town of Enfield is responsible, on an ongoing basis; ensure that all cemetery records are accurately and completely maintained in a timely manner, and advocate on behalf of those who can no longer represent themselves.**

This year we purchased 135 cubic yards of topsoil for the purpose of leveling the grounds at the Montcalm Cemetery.

The Town was able to obtain labor at no cost through the effort of Grafton County Councilor Ray Burton who arranged this through the Department of Corrections at Haverhill. This was in the form of a number of trusted inmates accompanied by a guard, who arranged transportation to and from the facility at Haverhill.

The Enfield Cemetery Trustees contracted with John Clegg, Jr., restoration specialist, to finish rehabilitation on our older cemeteries. The original contract was for twenty-eight thousand dollars (\$28,000), which was the amount budgeted.

We came in under budget by six thousand dollars (\$6,000).

This fall we opened our new burial facility, "Countryside Cemetery" located on Kluge Road.

Respectfully submitted,

Fred Altvater, Chairman

---

# Conservation Commission

---



Left to right, Back row: Gary Gaudette, Tom Clark, Alan Strickland, Shirley Green, Fred Paradis  
Front row: Joan Fishman, Leigh Davis, Nancy Scovner  
Absent: Sue Hagerman

## MISSION STATEMENT

**Under RSA 36a, to protect the Natural Resources of Enfield  
and preserve them for future generations.**

Under RSA 36 A the Conservation Commission is the only local board specifically charged to protect the natural resources of the municipality. Our goal is primarily to work with our neighbors and town boards for the protection and appreciation of our natural resources and environmental assets that are a major part of Enfield's life. In doing so through education, activities and research we hope to pass on to the future generations an ecological system that protects our watershed, lakes, rivers, streams, agricultural resources and wildlife habitat, all of which we now enjoy.

This past year the Commission has met with the Selectmen regarding the long-term preservation of property on Grafton Pond Road and its connection to the Collette Trail and the Bicknell Brook Trail. The property is seen as a unique habitat and travel corridor for wildlife and offers the public a special walking experience. This is a work in progress.

Enfield is abundant with resources. Protection of ground water run off is a key to the town's use of water, not just for lakes, ponds and rivers, but also for our private and public wells

The Natural Resource Inventory was demonstrated this year through the use of the computer to a community meeting on the future of Enfield. The NRI

---

is currently being prepared for presentation to town boards and anyone that is interested. The ability to overlay maps will be an asset to town boards. Look for the commission's booth at next year's Farmers' Market. We are also in the process of setting up educational in-services for the public with the Department of Environmental Services. We are planning to initiate a Conservation Commission website to enable the public to find Fact Sheets that explain the RSA's of the State. We are excited about the upcoming year and putting into play our plans and goals, working with our Selectman and to be accessible to the citizens of Enfield.

The Commission has reviewed several wetland applications this year. The intent to cut permits were numerous. As is inevitable, Enfield's development is fast growing and the need to monitor is critical. We continue to welcome volunteers to assist us in our endeavors. We welcome attendance at our monthly meetings to participate in the Public Forum aspect of our meetings.

President Theodore Roosevelt said, *"to waste, to destroy, our natural resources, to skin and exhaust the land instead of using it so as to increase its usefulness, will result in undermining in the days of our children the very prosperity which we ought by right to hand down to them amplified..."*

Respectfully submitted,

Leigh Davis, Chairman

---

# Economic Development

---

The Enfield Office of Economic Development had a successful first year of existence in 2004. We assisted ten new businesses and eight major additions to existing businesses or sites. Of the new businesses, there were three restaurants, a bank, one office building, a commercial recreation business, a flower shop, two retail auto lots and an apartment building. The additions consisted of two service businesses opened in existing commercial buildings, a major addition to a automotive repair center, and five upgrades to the two wireless communication facilities located in town. We also discussed many conceptual ideas with property owners and developers.

The Town investigated and is moving forward with the creation of a Tax Increment Finance (TIF) District. This will collect tax money from land and building improvements in the designated area and use that revenue to finance infrastructure projects in that same district. This should aid the Town of Enfield in attracting businesses to the town and help to build and diversify the tax base. In addition to the TIF District, other tools are being looked at to assist new and existing businesses with financing, infrastructure, approval processes and future expansion needs.

The Office of Economic Development is open 8-1 Monday through Thursday and other times by appointment.

Respectfully Submitted,

James L. Taylor  
Director of Community Development



---

# Emergency Management

---

This year was very productive as we assisted with “Risk Watch” at the elementary school, a K-4 program that takes an all hazards approach and teaches students safe practices for everyday life. We welcomed the arrival of two new A.E.D.s, “Automatic External Defibrillators”, one at the school and one at the community building. This will give a greater chance of survival for a person in cardiac arrest.

We received grants totaling \$42,320.90 that were shared between the Fire, Police and Ambulance Departments. We enjoy the addition of the new Enfield Citizens Corp. This new program, funded by the Federal Emergency Management Agency, lets citizens play a part in their community by supporting the Fire, Police and Ambulance Departments and providing training on C.P.R. first aid, basic self-rescue skills, and tips on home fire and life safety to the everyday citizen.

In June of 2004, the Citizen’s Corp Council (CCC) began and paved a path to the Community Emergency Response Team (CERT). The groups meet on the 4<sup>th</sup> Tuesday of each month, at the new Community Building, at 6:30 p.m.

Two members of the CCC, Ilene Reed and Evelyn Palmer, have re-invented the wheel and enhanced the “Hello Enfield” program with the help and aid of the area based RSVP Program. This telephone reassurance program has been augmented to answer some of the needs of our elderly (60 years of age or older) and/or the disabled. Basically, this welfare check will be for those that are home-bound and/or live alone, no matter of their age or abilities.

To facilitate the Hello Enfield Program, volunteers are needed. A training session will be available to those who volunteer.

Would you like to receive a daily morning call to check on your welfare or the welfare of a friend or relative? Would you like to volunteer to make telephone calls? If so, please call Evelyn Palmer 632-7121 or Ilene Reed 632-7314 of the Enfield Citizen’s Corps Council.

John Pellerin  
Assistant Emergency Management Director  
Administrator, CCC, CERT  
[jpellerin@enfield.nh.us](mailto:jpellerin@enfield.nh.us)

[WWW.ENFIELDCITIZENCORP.ORG](http://WWW.ENFIELDCITIZENCORP.ORG)



---

## **MEMBERS**

John Pellerin, Chair	OEM
Peter H. Giese	Police
Keith Bergeron	Police
Paula Rowe	Police
Scott Thompson	Police
Bill Miller	Fire
Heidi Carley	Ambulance
Jeff Densmore	Ambulance
Kim Withrow	Ambulance
Paul Withrow	Citizen
Ilene Reed	Citizen
Don Davis	Citizen
Leo Caney	Citizen
Henry Cross	Citizen
Sally Cross	Citizen
Bob Cusick	Citizen
Evelyn Palmer	Citizen

---

# Enfield Community Building Board of Directors

---



Left to right: Tate Picard, Julie Huntley, Sharon Kiley, Ken Hill  
Absent: Dominic Albanese

The Enfield Community Building has been a four-year project, which started with the Enfield voters purchasing the land adjacent to Huse Park that the building is located on. The Enfield Lions Club has graciously donated financial resources and hundreds of hours of labor to actually construct the building. It is noteworthy to mention that this project is the largest single project ever undertaken by a Lions group in the State of New Hampshire. The Lions Club and the town of Enfield are delighted to see the building phase of this project completed and to have the building open for public use.

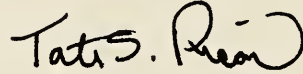
The Enfield Community Building Board of Directors was formed in November 2004 under the auspices of the Town of Enfield Select Board. The board is made up of volunteers and our mission is to assist the town select board in setting up policies and fees for the use of the building and completion of the general site work to be performed.

Many groups are already using the building and an application for use can be found at the town website, or by stopping in at the town offices.

---

On behalf of the Enfield community, we would like to thank everyone involved in the Enfield Community Building project.

Respectfully submitted

A handwritten signature in black ink that reads "Tate S. Picard". The signature is written in a cursive style with a large, looped "P" at the end.

Tate S. Picard  
Chairman

Enfield Community Building Board Members

Dominic C Albanese, Selectmen's Representative  
Kenneth Hill, Lions Representative  
Julie Huntley, Citizen and Town Office Representative  
Sharon Kiley, Citizen Representative  
Tate Picard, Citizen Representative

---

# F.A.S.T. Squad

---

<h2>MISSION STATEMENT</h2>
----------------------------

**The Mission of the Enfield FAST Squad is to establish,  
Train, and maintain a volunteer life saving squad  
That will serve the citizens of Enfield and to sponsor and promote  
public programs of First Aid,  
CPR, and disease/accident prevention.**

The Enfield FAST Squad had a very busy year in 2004. We put on three new members, but lost one, and brought our force up to 13 responding members and 1 support member.

In the summer, we held our first annual summer picnic/awards ceremony. At this ceremony, we honored 3 individuals.

Roger Dauphinais, a member for almost 16 years, retired this year to pursue other interests. He was honored with a Certificate of Appreciation from the Town, as well as a plaque from the ambulance squad. Roger has been a very valuable asset to the Town of Enfield, and has answered many hundreds of calls. He was a very passionate and caring EMT, and served the Town well for quite a few years. We wish him well in the future.

Dennis Clark, who is relatively new to our organization, was recognized by his peers as the 2004 Most Improved EMT of the Year. Though he has only been an EMT for a short time, he has served the Town well as an EMT, and has finely honed his skills at a very quick pace. He was very deserving of this award, and will hopefully serve the Town of Enfield for a long time to come.

Mike Mehegan, who is also the Training Officer, was selected by his peers as the 2004 EMT of the Year. He is constantly pushing people to do their best, and is always right beside them to help them in any way that he can. He is the first to lend a hand or advice, and is a very valuable asset to our organization. Prior to coming to Enfield, he served the City of Boston, MA as a member of the Boston EMS. Besides being a member of our organization, he works full-time as an RN in the Emergency Department at Dartmouth Hitchcock. He also recently became a CPR/First Aid Instructor.

Also this year, our members conducted several first aid and CPR training sessions for various groups. These members, including instructors Aura-Lee Nicodemus, Mike Mehegan, Jan Largent and Roger Dauphinais, spent countless hours making sure many people knew these skills. This is something they do every year.



---

Training continues to be a priority for the group. We participate in monthly trainings, as well as attending outside training sessions. Many members attended training sessions outside the area. These included the North Country EMS Conference, the Vermont EMS Conference, and the Cumberland County Fire Attack School in Maine. In Maine, I was fortunate to attend an E.V.O.C. (Emergency Vehicle Operations Certification) class. It was very informative, and a valuable lesson in Emergency Driving. In addition to driving ambulances, students were also able to drive Fire Engines and Ladder trucks.

We responded to just under 200 calls for the year. Because of a lack of daytime coverage, we rely on Lebanon Fire Department to cover days from Monday to Friday. They responded to 113 calls as well. The call volume for Enfield continues to be over 300, making us very busy. In addition to calls, we spend many hours on training and public education.

Currently, we have two members who are enrolled in a Paramedic Program at Elliot Hospital in Manchester. They are Dennis Clark and Amy Howe. This will involve countless hours to complete, and will involve every Saturday, as well as some Sundays, for the next 15 months. We wish them well in this endeavor.

Charlie Harrington, though retired as an EMT, continues to serve with us as the Communications and Maintenance Officer. Without his knowledge and guidance, we would not be where we are today. He is a valuable asset to our organization, and we value his continued commitment. We are very lucky to have him.

Also this year, we were able to acquire a new Defibrillator. This would not have been possible without the valuable help we received from John Pellerin, the Assistant Emergency Management Director, who helped us to secure most of the funding from a grant. We would like to say thank you to John for all his help.

Two of our members, along with two from the Fire Department, traveled to the southern part of the country to assist with disaster relief as members of FEMA (Federal Emergency Management Agency). Dennis Clark and Heidi Carley were gone for 2½ weeks assisting residents of other states that lost most of their families to help others in need. We commend them for this selfless act.

In closing, I would like to say that we have a very dedicated group of people serving the Town of Enfield. Please know that we are here when you need us. It is an honor to serve the citizens, and we look forward to serving you for many years to come.

Thank you for your continued support.

Respectfully Submitted,

B. Fred Cummings,  
EMS Chief



---

**Current Enfield F.A.S.T. Squad Membership**

B. Fred Cummings, EMS Chief  
Jeff Densmore, EMS Assistant Chief  
John Markowitz, EMS Captain  
Amy Howe, EMS Captain  
Mike Mehegan, EMS Lieutenant/Training Officer

Charles Harrington  
Erin Hammond  
Aura-Lee Nicodemus  
Jan Largent  
Suzette Westover  
Dennis Clark  
Heidi Carley  
Kim Withrow  
Richard Martin

---

# Fire Department

---

<h2>MISSION STATEMENT</h2>
----------------------------

**The Enfield Fire Department endeavors to provide safe, effective and efficient fire protection services to the residents of Enfield and to provide comprehensive education to reduce the causes of fire.**

The Fire Department was very busy this year with 116 calls.

The Enfield Fire Department would like to thank Mr. William Rice for his generous donation of land to the Center Station, which enabled the Center Station to build a sizable addition to the south side of the station.

There are currently 39 members on the Fire Department between the Union Street and Center Stations. Thirty-four members have 10-plus years of firefighting experience or are NH State certified. In 2004, there were four members who completed State Firefighter I certification. We continue to encourage our members to achieve further education.

Members of the Fire Department continue to be involved with Fire Prevention Week at the Enfield Village School and Career Day at Indian River School.

We strongly encourage everyone to make sure your smoke and carbon monoxide detectors are operating properly and that you have a fire escape plan for your home. Stay safe.

We would like to thank everyone for your continued support of the Enfield Fire Department.

Respectfully submitted,

David J. Crate, Sr.  
Fire Chief

---

**Fire Department Call Record**  
**January 1, 2004 to December 31, 2004**

<b>Classification of Call:</b>	<b>Number of Calls</b>
Alarm Activations	13
CO Detector Activation	6
Forest Fires	1
Gas-Smoke-Odor Investigation	10
Hazardous Materials	2
Illegal Burn	2
Medical Assists	3
Mutual Aid ~ Canaan	8
Mutual Aid ~ Grafton	1
Mutual Aid ~ Hanover	1
Mutual Aid ~ Lebanon	1
Mutual Aid ~ Springfield	1
Motor Vehicle Fires	1
Motor Vehicle Accidents	28
Public Assists	11
Wires Down	6
Structure Fires	3
Chimney Fires	6
Miscellaneous	8
<b>Total Calls</b>	<b>116</b>

---

# Hello Enfield

---

## *A New CERT Program*

The Enfield CERT (Citizens Emergency Response Team) program has been established to assist all our residents, no matter age, needs or abilities. The first plan being developed under CERT is a free telephone assurance program called Hello Enfield. It is hoped that this will answer some of the needs of our elderly (60 years of age or older) and/or disabled (no age requirement). Also included are the home-bound elderly that live alone, are at risk for falls and those that may become isolated.

This program was developed through the coordination of the Enfield Citizens Corps and the Lebanon based RSVP and Volunteer Center.

To facilitate the program, volunteers will be needed. The time requirements would be two hours, two or three mornings a week. Callers will receive training in telephone etiquette but will not give any medical advice. Any caller with questions or concerns will contact RSVP for advice and support. These calls to the program's clients are a compliment to Lifeline, to which some of our elderly already subscribe.

Do you need a daily morning (8:00 – 10:00 AM) call to check on your welfare? Or are you concerned about another resident? If so, contact RSVP at 448-1820 and ask for Doreen Bowlin. Enfield contacts are Evelyn Palmer, 632-7121 or Ilene Reed, 632-7314.

---

# Heritage Commission

---

<h2>MISSION STATEMENT</h2>
----------------------------

**The Enfield Heritage Commission will properly recognize, protect, and promote the historic and esthetic resources that are significant to our community, be they natural, built, or cultural. The commission will work co-operatively with other educational and civic organizations in fulfilling its mission.**

### **What is the Heritage Commission?**

The Enfield Heritage Commission consists of five members: Marjorie Carr, Town Historian, Mary Ann Haagan, Shaker Scholar, Evelyn Palmer, citizen, Dominic Albanese, Selectman Representative, and Meredith Smith, Chair. The Commission meets the fourth Thursday of the month in Whitney Hall. Meetings are open to the public to attend.

What IS a Heritage Commission? The NH RSA's state that the purposes of a Heritage Commission are for the recognition, use, and protection of primarily man-made resources valued for their historic, cultural, aesthetic, or community significance. Membership shall consist of at least three but not more than seven members who are residents of the town.

The powers and duties can be broad in scope and are subject to the approval of the selectboard. It can even receive funds and/or grants of land, buildings, or bequests. In other words, the commission is what the selectboard wants it to be! Duties can include surveying and inventorying the cultural resources of the town, assisting the planning board if so requested, with sections of the master plan that deal with cultural resources, assisting historic district commissions if one exists, and coordinating activities with non-profit and service organizations.

### **What We Are Doing**

Last April, two members attended the New Hampshire Preservation Alliance conference in Concord. During the summer, we assisted in sponsoring the Steamboat Regatta, hopefully to become an annual event. In September, the commission was awarded a grant from the NH Humanities Council to sponsor the Enfield Shaker Singers program on Franklin Pierce.

Presently, we are working on a design guidelines brochure for the town, to be handed out to property owners when they are contemplating renovations to



---

their structures or new construction. The purpose of this brochure will be to encourage historically appropriate and attractive renovations and construction.

**The Future**

There are so many things we would LIKE to do, but our ambitions far outweigh our abilities. Some of the projects we have talked about for the future are:

- An oral history of Enfield, perhaps beginning with the people who worked at the Baltic Mills.
- A revival of Old Home Days, working with town organizations.
- An inventory of historically important buildings leading to a plaque program.
- Work with the Enfield Shaker Museum to make the historic walk between the village and the Museum a reality.
- Find a solution for the Enfield Center Town Hall

Cooperating with other town organizations will be of utmost importance if we are to accomplish our goals. Perhaps by working together we can make some of these things happen!

---

# Human Services Department

---

The basic local welfare duty is described, somewhat vaguely, in RSA 165:1 I, which says:

“Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there.”

The Town of Enfield has specific guidelines to determine eligibility for assistance. An application must seek aid from all other federal, state, and community agencies before applying for local welfare. After receiving assistance they must comply with certain conditions in order to receive future benefits, i.e.: employment search, work program, budget counseling.

The food pantry is available to all families. Nonperishable items are generously donated from town churches, local organizations and residents. Donations are always greatly appreciated.

## HOURS

Monday – Friday 1:00-4:00 PM  
Or by appointment

Respectfully submitted

Diane Monmaney  
Director of Human Services

---

# Library

---



Left to right: Sara Seiler, Bonnie McAlister, Marjorie Carr, Anne Laporte, Cindy Knox

---

## MISSION STATEMENT

---

**The mission of the Enfield Public Library is to provide superior public library service to the people of Enfield using print, non-print, and electronic resources as appropriate.**

Circulation for 2004 reached a high, exceeding 34,000 volumes. Audio books continue to be a popular source of borrowing and the selection of titles in cassette and CD format are being increased as economics permit.

The automation system, in use for its first full year, is working well. The library reached another milestone when the old card catalog was eliminated. The library's collection is now totally computer accessible and the public has readily accepted this new system and access. With the addition of three new computers and two printers for public use we were able to accommodate over 900 patrons seeking information using word processing, the Internet and our select databases.

The lack of adequate space has once again become an issue and is a topic the Needs Assessment Committee has been working on for more than a year. To provide the best possible information, a study of the Library's projected needs was completed and is in the hands of the Committee. This study has also been

---

provided to architect David McIntire to assist him in the preparation of conceptual plans for expansion of the Library and town offices.

Administrative changes this year include the resignation of Linda Cuthbert, who has worked Saturdays for a number of years. Anne Laporte joined the staff on a permanent basis, filling the vacant Saturday position.

There have also been recent changes in the Board of Trustees. Philip Cronenwett resigned his position as Chairman of the Board due to out of town business commitments. Phil's dedication, specialized knowledge of libraries and his particular competence will be missed. Francine Lozeau and Timothy B. Thurber joined current board member Judith Kmon.

We also recognize the death of Jeanette Haarala, who was town historian for many years. After her retirement she continued to come to the library each Wednesday keeping the scrapbooks updated, working on special projects and conducting research as needed. When Jeanette stopped coming to the library her presence, common sense and humor left a void in the week.

The library administration expresses thanks to all those who contributed books, gifts and time this year to the library. Special appreciation is extended to Mary Harrington whose perseverance in bar-coding books saw the project completed in March.

Marjorie A. Carr  
Library Director



---

# Planning Board

---



Left to right, Back row: David Saladino, Keith Oppenneer, Sandy Akacem, Tim Taylor  
Front row: Kurt Gotthardt, Kelley Wescott, Craig Daniels  
Absent: Leafie I. Cantlin, Suzanne Laliberte, Terry Terry

---

## MISSION STATEMENT

---

**The mission of the Planning and Zoning Department is to provide excellent customer service, ensure compliance with Planning and Zoning regulations and ordinances; to assist the respective boards with administration and information and to complete other projects as assigned.**

The Planning Board was very busy in 2004 holding sixteen meetings, hearings, site visits, classes and workshops. The Board reviewed and approved two Major Subdivisions, six Minor Subdivisions, sixteen Site Plans, seven Boundary Line Adjustments, two Voluntary Mergers, eighteen Intents-to-Cut, One Excavation Permit, ten State Wetland Permits and discussed twelve Conceptual plans. Fifteen Driveway Permits were granted.

There are several amendments to the Zoning Ordinance and the Town Building Code being considered by the Enfield Planning Board for the 2005 Town Meeting: The first two add definitions, that are not currently part of the Zoning



---

Ordinance, of a junkyard and a farm. The third amendment deals with non-conforming uses and involves removing language that currently allows replacement uses to be relocated to a more conforming location. The fourth updates and clarifies the description of the Community Business District to include the current road names and match the Official Zoning Map. The fifth changes the Town of Enfield wetland definition to match the State of New Hampshire. The last amendment came in by petition and it offers an alternate definition of a wetland.

The Planning Board and the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) conducted a Town Master Plan Visioning Workshop. In the early winter of 2005 the town residents will be asked to complete a Master Plan Community Attitudes Survey. Information collected from this survey will be the groundwork for the individual chapter revisions and the basis of the Future Land Use Map. The UVLSRPC also conducted a plan reading workshop for all Enfield Land Use Boards.

In personnel matters, Alternates Kurt Gotthardt and Kelley Westcott were appointed as full Board Members to fill the seats vacated by Terry Terry and Barbara Moyer. Mr. Terry will continue as an Alternate and the board would like to thank Ms. Moyer for her ten years of valuable service to the Planning Board. The Board welcomed Sandra Akecem and David Saladino as Alternates.

The Planning Board generally meets on the second and the fourth Wednesdays of each month. The Planning/Zoning Office is open 8-1 Monday through Thursday and other times by appointment.

Respectfully Submitted,

James L. Taylor  
Planning/Zoning Administrator

---

# Police Department

---



Left to right, Back Row: Patrolman Keith Bergeron, Patrolman Jeff Hunold, Patrolman Roy Holland, John Cattabriga  
Front Row: John Pellerin, Lieutenant Scott Thompson, Sergeant Kenneth F. May, Jr., Police Chief Peter H. Giese, April Adams, Captain Richard A. Crate, Jr., Paula Rowe  
Front Center: Phoebe - K9

<h2>MISSION STATEMENT</h2>
----------------------------

**It is the mission of the Enfield Police Department to fairly enforce the law in an impartial and sensitive manner; to secure a safe and healthy environment for the community; and to provide competent, professional and dedicated police service, which places emphasis on protecting the fundamental Constitutional rights and privileges of all people.**

Reviews of the 2004 police blotters generally reflect routine activities punctuated with a few serious incidents. On March 30<sup>th</sup>, Enfield Emergency Services responded to a fatal collision on I-89 near the Mount Calm exit. A northbound vehicle driving in the southbound lane collided head-on with a southbound tractor trailer unit. The cause of this single fatal collision remains unknown.

During the last week of September, the department, working closely with the NH Attorney General's Drug Task force, seized cocaine with a street value of approximately \$17,000 in two separate law enforcement ventures. These seizures were atypical for our small community as our efforts usually net small user amounts of illegal drugs.

---

Illegal drugs continue to plague our community and have a definite impact on our safety and welfare. We continue to see evidence of increased cocaine and heroin addiction in our area. As a small town police department our limited resources are directed towards the demand side of the problem. Consequently, our efforts generally result in the seizure of user amounts or just residue of illegal drugs. As reported previously the victims of the drug scourge are the couriers of illegal drugs into our community. The combinations of small drug amounts distributed by victims are a difficult fit into the punitive nature of our criminal justice system.

Without question there exists a strong need for drug treatment programs in our area. It is sad to note the shocking increase of drug overdose deaths in our state. Statistics compiled statewide for the year 2003 show that drug overdose deaths (125) are nearly equal to highway fatalities (127). Our community is not immune to this plague.

Our staffing for the year consisted of six full-time and two part-time officers. During the last quarter of the year, a seventh full-time officer was hired. After completion of the police academy and local training/orientation this officer will be available for patrol during the second quarter of 2005. This much-needed addition to our ranks will fill the gaps in our coverage brought by the increasing demands of investigative services.

Increased patrol coverage will provide greater focus on motor vehicle traffic issues. The DWI problem just does not go away; in fact it appears to be increasing. Without doubt DWI arrests would have shown a marked increase if we had adequate patrol coverage.

Again, we thank our many volunteers and citizens who contribute to making our community a safe and wholesome place to live and work. Each and every member of our department is appreciative of the privilege and honor of serving our community.

---

**Police Activity Report**

	<b>2004</b>	<b>2003</b>	<b>2002</b>	<b>2001</b>	<b>2000</b>
<b>Service Calls</b>	<b>5,786</b>	<b>5,144</b>	<b>4,906</b>	<b>5,647</b>	<b>---</b>
<b>Motor Vehicle</b>					
<b>Accidents</b>	<b>158</b>	<b>161</b>	<b>104</b>	<b>128</b>	<b>116</b>
Fatal	1	0	0	0	1
With Injuries	38	33	21	24	21
<b>Criminal Offenses</b>	<b>228</b>	<b>186</b>	<b>250</b>	<b>179</b>	<b>176</b>
Assaults	30	39	63	51	35
Burglary	15	9	33	8	6
Theft	26	27	43	31	46
Sexual Assaults	9	8	0	2	5
Auto Thefts	2	5	3	3	1
DWI	48	62	37	25	21
Homicides	0	0	0	1	0
Drugs	66	61	81	58	62
<b>Court Actions</b>	<b>340</b>	<b>365</b>	<b>295</b>	<b>174</b>	<b>178</b>
<b>Criminal Arrests</b>	<b>268</b>	<b>285</b>	<b>197</b>	<b>147</b>	<b>151</b>
<b>MV Summons</b>	<b>72</b>	<b>80</b>	<b>98</b>	<b>220</b>	<b>299</b>
<b>MV Warnings</b>	<b>1013</b>	<b>1,274</b>	<b>722</b>	<b>1,126</b>	<b>1,373</b>

Respectfully submitted

Peter H. Giese  
Chief of Police



---

# Public Works Department

---



Left to right, Back Row: Ken Daniels, Ed Tourville, Paul Putnam, Roger LaBonte,  
Doug King, Mike Sousa, Leroy Neily, Don Morse

Front Row: Scott Johnston, Don Lashua, Alfred Grace, Jeff Boivin, Bruce Prior, Andy MacDonald

Absent: Bill Spaulding

## MISSION STATEMENT

**To provide the highest quality service to the residents by maintaining a user safe, equitable, and environmentally-sound infrastructure.**

The past year for the Department has been very interesting. The constraints of the market and the skyrocketing cost increase of materials have had a significant impact on operation priorities last year. Quotes that used to be received had a shelf life of about 90-days, back when the budget cycle was going on in late 2003, but now are only good for 30-days at best. This is due to the supply and demand of the materials we use to supply the services expected, causing us to shift our focus of operations and re-appropriate or use the funds for something else that takes a higher priority than what its initial intent was for. For instance, the funds for dust control were not totally spent on that because the funds were needed for something else that was of a higher priority. There are other factors that are considered when doing these shifts as well as the directives, requests and comments of you as the consumer of the service.



---

A summary of the work performed by this division of the Department this year includes pavement overlays on Methodist Hill Road, West Farms Road and High Street. A full depth reclamation of 3000' of Methodist Hill Road with 3-inches of pavement was completed. We placed 1200 tons of pavement shim in numerous parts of Town to bring road travel ways back into shape to assist us in maximizing winter treatment. We replaced a total of 680-feet of drainpipe ranging in size from 12-inch to 24-inch. Vegetation management took approximately 3 ½ weeks including mowing, tree trimming and tree removal. The Highway Department also performed other operations outside of its scope of service for the Water & Sewer Departments, Sanitation and Grounds Divisions.

Although we started the year with conservative budget amounts, the Highway Department still was able to complete the more important planned items such as drainage improvements and pavement maintenance given the circumstances. You may have also noticed that we are also changing operations in regards to environmental impacts and awareness by taking measure to control erosion issues associated with roadside maintenance.

The Water and Sewer Department also had another good year of operation. The Sewer system is operating at its highest efficiency since the changing of the guard in 2000. Since that time we have added 32 units and decreased the yearly flow total by 2,131,000 gallons. This reduction was accomplished by system maintenance to reduce infiltration of ground water and eliminating some illicit connections we discovered.

The water system is still being improved year to year with upgrades to the distribution system and closer monitoring of production. The goal of this monitoring is to insure that what we are producing is compared with metered consumption to minimize wastes due to leaks. We did experience a lightening strike at the McConnell well late last summer, which has taken that production site off line since then. Winter maintenance is planned for the repair given that the site is not machinery accessible until the ground is frozen to an extent that will support the repair equipment. The needed repair is replacement of the submersible pump in the well shaft that was destroyed due to the lightning strike. We have also been grandfathered from the radio nuclide testing for three of the four production wells, which saves the system a large amount of money due to the costs associated with this type of testing regiment and the required test cycles.

The Grounds crew had a change in leadership for the better this past year and we hope that you have noticed the change. The crew has done a wonderful job at completing the tasks that are asked of them given the increasing workload like the addition of the Veterans Park, Main Street streetscape and preparing for the opening of the Countryside Cemetery. Given the manpower available in this division these guys have excelled at completing their assignments.

Finally, I think you will agree, the Solid Waste Division of the Department has strived this past year to bring itself up from the doldrums to surpass all expectations that we had. The Transfer Station is now a pleasant site

---

to utilize as well as being more available due to the increased hours of operation. The story that goes along with the change in the hours was not only to provide a service that we thought would work for those who use it, but also to assist us in controlling those who were using it illegally. During this past year not only has the positive visual impact of the site increased considerably, but the total tonnage being shipped for disposal has decreased to its lowest point since 1993. We also received a request from a student named Adam Goldsmith who was interested in starting a recycling club at the Enfield Village School and we jumped on the idea, thinking that if we can get the kids started in the mindset to recycle they may bring it home with them to rub off on their parents and siblings. It may not seem it, but little things like this have a proven track record of increasing the recycling effort to assist in the reduction of solid waste that is disposed of at the landfill. We will continue to assist Adam in this venture, as well as others that would like to participate, and ask that if you happen to bump into him to thank him for his effort.

In closing, over the last year it has been our pleasure to serve you. Although, at times, we may differ on some issues, we strive to keep your roads clean and safe, your faucets supplied, and dispose of wastes in a manner that benefits you as the users and the surrounding environment. We offer an open door for all. Should you have an idea, concern or issue please give us a call. That is what we are here for, to provide service to you, the citizens of Enfield.

Respectively Submitted,

Ken Daniels  
Director of Public Works

---

## Solid Waste & Recycling Committee

---



Left to right: Michael Crate, Sandy Akacem, Steve Stancek, Nicole Hamilton  
Absent: Fran Perillo, Becky Powell

The Enfield Board of Selectmen created the Solid Waste and Recycling Committee in June 2004 in response to growing public awareness of waste disposal issues, and the high costs of dealing with our solid waste.

The committee—consisting of six residents appointed by the Selectboard, three employees of the town's Department of Public Works, and a Selectboard representative—is charged with reviewing our present solid waste collection, disposal and recycling methods, and investigating what other options we have for accommodating the town's needs into the future. The committee is asked to follow its investigations with recommendations to the Selectboard.

To deal with the extremely complex issues of waste management, and to help us make informed judgments and recommendations to the Board and townspeople the committee has invited commentary and presentations from knowledgeable individuals, vendors, and organizations in the industry. As we examine the many options for waste disposal, such as:

- Curbside collection or drop-off center?
- Mandatory or optional recycling?
- Continued payment through taxes, or adoption of a "Pay for what you throw" program?



---

we will ask residents to share their opinions on what options they prefer for our town. Our final results will not be mandates, they will simply be recommendations based on the best, most current information we can gather, and based on Enfield's particular needs and wants.

Enfield recently signed a three-year contract to continue our present solid waste collection and disposal program until 2007. With that in mind, the committee intends to present its findings to the Selectboard by fall of 2005. The Selectboard should then be able to make a final recommendation for action by the 2006 Town Meeting, in time to coincide with the expiration of the current vendor contracts.

Respectfully Submitted,

Steven Stancek, Chair  
Sandra Akacem  
Michael Crate  
Nicole Hamilton  
Fran Perillo  
Becky Powell  
*Resident members*

Keith Oppenneer  
*Selectmen Representative*

Ken Daniels  
Andrew MacDonald  
Leroy Neily  
*Dept. of Public Works*

---

## Town Clerk's Report of 2004 General Election

---

As many will remember, Enfield had an exceptionally busy General Election on November 2, 2004, along with the rest of the country. We began the day with 2,510 on the voter checklist and had 323 additions throughout the day, for a total of 2,833.

The Vote broke down as follows:

Regular Ballots Cast: 2,171

Absentee Ballots Cast: 221

Number of Straight Ticket Ballots Cast: 333 Republican, 337 Democrat

Total # of Registered Republicans on Checklist: 796

Total # of Registered Democrats on Checklist: 876

Total # of Undeclared on Checklist: 1,161

With the additions and deletions to the checklist since November, at the time of this report at the end of January, 2005, the number of voters on the checklist is 2,775.

I would especially like to thank all the election officials and workers who did a fantastic job keeping the lines moving, and who managed to keep a cheerful attitude throughout the long day. These include Kathy Decato, Judy Kmon, Becky Powell, Fred Altwater, Sonny Hayes, Bob & Nancy Foley, Ilene Reed, Jim Gerding, John Carr, David Beaufait, Sandy Romano, Keith Oppenneer, Nancy Scovner and Dominic Albanese. Also many thanks to our police officers and Rangers who kept traffic and parking under control.

Respectfully submitted,

Carolee T. Higbee  
Town Clerk



---

# **Town Offices / Library Needs Assessment Committee**

---

<b>MISSION STATEMENT</b>
--------------------------

**To prepare a Needs Assessment Study to make appropriate, direction-driven, energy efficient, and cost conscious future planning recommendations, addressing the space shortage issues of the Town Offices/Library, and current issues of fractional municipal services.**

The committee has been busy over the last year exploring the space needs of the Town Offices and Library and putting together a plan to meet those needs. We have investigated both existing buildings to move town functions into, and building a new building that will meet the needs of the town. The Committee interviewed four architects over the summer and recommended that The Architectural Studio of Enfield be used to do the conceptual drawings that are being presented at Town Meeting. The conceptual drawings are in no way meant to be the final presentation, but are instead a guideline for what the new complex could look like. We believe the plan that the architect has proposed will meet the needs of the town offices and library for the next 15 years and it gives the town the ability to expand in the future if that becomes necessary.

We are proposing a plan that will keep both the present town office functions and also will bring certain other functions that are presently at the DPW building into the town office complex. This proposed plan also keeps the library and town offices on the same site and makes use of the present building. We are keeping the Town Offices and Library connected with the plan so that the major functions of the town that have interaction with the citizens are on the same campus and create a Town Center. The Committee and architect in coming up with this plan has worked with the Employees, Selectboard, Library Trustees, and held over ten public meetings to get input from the citizens throughout the entire process. This cooperation has led to a plan that will be both functional and efficient. The plan will include an expanded library, a new town offices building, and the renovation of the present Whitney Hall complex to make it more functional.

Respectfully submitted,

Dan Kiley  
Chairman

---

## Zoning Board of Adjustment

---



Left to right: Paul Mirski, Craig Daniels, Cecilia Aufiero, Edward Scovner  
Absent: Curtis Payne, Timothy Lenihan, Nancy Scovner

Fourteen appeals and seven meetings during the year may not seem like a lot for a board that is scheduled to meet at least twelve times a year, but it's a huge jump from the paltry three hearings and three meeting of 2003. Yes, business wasn't booming, but it wasn't bombing, either.

Three of the appeals involved Variances. Approved were a greenhouse within the stream setback on Shaker Hill Road and a subdivision on Shedd Street wherein the two lots involved were just shy of the required acreage. In the third case, the Board ruled that a Variance was not needed to replace two cottages with one cottage. The property involved is on Mascoma Lake

Equally successful were the eight applicants for Special Exceptions. Two were Wetlands Crossings for driveway accesses on Crystal Lake Road and Shaker Hill Road respectively; a campsite on Oak Hill Road; a multi-family dwelling on US Route 4; a commercial recreational facility on US Route 4; two accessory apartments, one on Shaker Hill Road and one on NH Route 4A. The final Special Exception was to allow horses on a thirty-two-acre parcel located on Shaker Hill Road.

In addition, the ZBA heard and denied two appeals of Administrative Decisions of the Zoning Administrator. The Board also granted one rehearing. In personnel matters, Celie Aufiero and Ed Scovner were elected to three-year terms. Nancy Scovner and Tim Lenihan were appointed to serve as Alternates.

*Note to the public:* The Zoning Administrator reviews all Building Permits to ascertain zoning compliance. When filling out a Building Permit, it is important to submit a detailed plot plan that shows existing and proposed buildings as well as distances to all lot lines.

---

*More Notes:* The ZBA meets on the second Tuesday of every month.  
The Planning/Zoning office is open 8-1 Monday through Thursday.

Respectfully submitted,

James L. Taylor  
Planning/Zoning Administrator



---

# Town of Enfield



## Regional Organizations



---

# Advance Transit, Inc.

---

Advance Transit, Inc. is a nonprofit organization that provides public transportation services to several Upper Valley communities including Enfield, Canaan, Hanover, and Lebanon, New Hampshire, as well as Hartford, and Norwich in Vermont. AT is governed by a volunteer Board of Directors with the majority of its members appointed by the towns served. Contributions from local towns and institutions are combined with state and federal grants to cover the cost of the service.

Since January 2002, Enfield residents have enjoyed *fare-free service* thanks to increased contributions from Dartmouth College and Dartmouth Hitchcock Medical Center. These organizations are promoting free transit service in order to combat growing traffic problems and parking shortages. In 2004, Advance Transit carried 275,000 passenger trips on its fixed routes, 4014 of which boarded in Enfield, for a growth of 4.2% over 2003.

Advance Transit has replaced some of its older buses with larger new ones due to the increased popularity of the service. The new buses feature lower floors with the passenger-friendly “kneeling” feature just like in the big city. But don’t worry, we still offer the same small town friendliness on the bus.

Another alternative to driving alone is carpooling, and Advance Transit continues to offer its carpool matching service known as Upper Valley Rideshare. If you are looking for carpool partners and would like to register for this FREE service, please call the phone number listed below. Last year the UVRs program had 950 registrants with 221 active carpoolers who saved 892,579 vehicle miles and 45,000 gallons of gas.

Route and schedule information is available at town offices and many other locations around town, or on the internet at

**WWW.ADVANCETRANSIT.COM.** If you have questions or comments please call us at 802-295-1824.

Van Chesnut  
Executive Director



**Thank you for your support.  
We look forward to seeing you on the bus!**



# Boy Scouts of America

## Troop 44

Enfield, New Hampshire  
Sunapee District, Daniel Webster Council

Chartering Organization: Enfield-Mascoma Lions Club



Troop 44 website: [www.BSANHTroop44.org](http://www.BSANHTroop44.org)

Scoutmaster: Mike Mehegan 632-4213

Asst. Scoutmaster: Tate Picard 632-5011

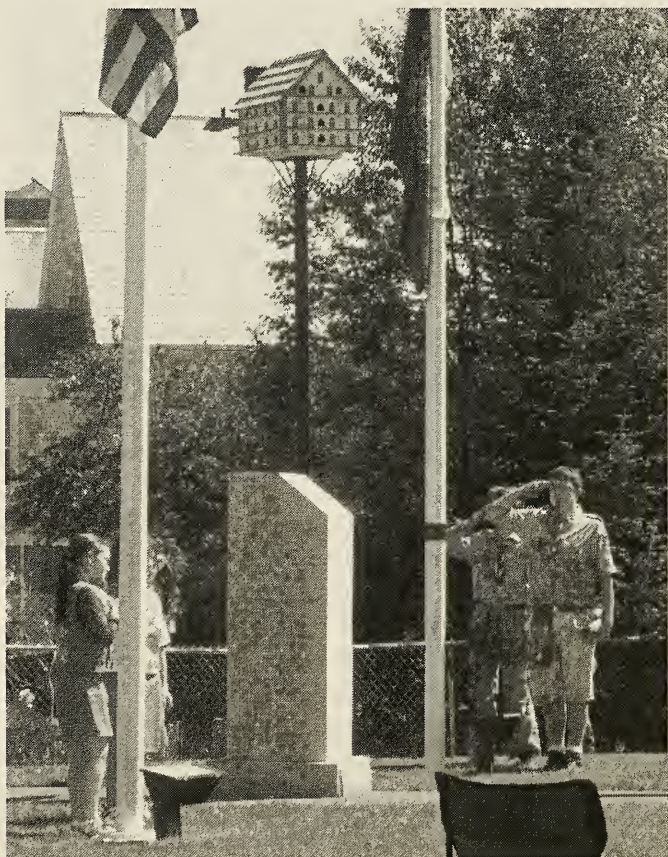
Parent Committee Chairman: Tim Jennings 632-7268

Troop 44 completed another active year of superb outdoor programs for its fifteen boy scouts. The troop spent many a night out in the woods, mushed through a day of winter activities at the annual Klondike Rally, assisted the Cub Scouts on their trip to Battleship Cove in Massachusetts, joined other troops for two weekend camporees, and participated in a week of summer camp in the tents at Camp Carpenter. The big trip for the year was a week's campout at Acadia National Park in Maine, where the troop bicycled, hiked, and swam within the rugged coastal highlands. Community service projects included Adopt a Highway along Route 4, assistance at the Memorial Day parade, trash pick-up of ten miles of the rail trail, and the annual Scouting for Food drive at Thanksgiving.



John Walthour earned scouting's highest rank, Eagle Scout, and was awarded his medal in October. John is now a freshman at Norwich University, doing quite well in his pre-engineering courses. For his Eagle project, John orchestrated the building of an information kiosk in Grafton for the rail trail. Any and all previous scouts, scoutmasters, and other adult leaders are invited to join us immediately after the Memorial Day parade on May 31, at the Police Station, for a special community ceremony to congratulate John.

We see each year an ever-increasing number of boys interested in the program, and invite your boy too for a chance to see what we are about. We also need adult volunteers and can promise you a fun job with tremendous rewards.



---

# Crystal Lake Improvement Association

---

For the second summer the Crystal Lake Improvement Association took part in the New Hampshire Lakes Association (NHLA) Lake Host Program. The NHLA provided a \$3,000.00 grant to cover payment of lake hosts. The Crystal Lake Improvement Association provided matching value with two volunteer Lake Hosts and administrative time and expenses. There were two volunteer and two paid lake hosts covering the Fish and Game boat ramp on Algonquin Road Thursday afternoon, Friday afternoon, all day Saturday, all day Sunday, and all day on holidays. Within this time period 496 boats were inspected for plants and plant fragments. There were a total of nine boats that were found to have plants or fragments on them, but none were of a non-native species so they presented no danger. These were removed and disposed of.

The New Hampshire Department of Environmental Services provided refresher training for the Weed Watcher volunteer group in the spring. The volunteers continued the regular inspection of the lake environs finding no invasive species, but maintaining vigilance.

For the 15<sup>th</sup> summer The Association provided volunteer labor for the University of New Hampshire Lay Lake Monitor Program. Crystal Lake continues to be a pristine water body with well above average water quality. Complete annual reports are sent to the Enfield Library as well as to the Association volunteer monitor.

Glyn Green  
President



---

## Enfield Village Association

---



Another Successful Year at the Enfield Farmers' Market  
at Huse Park, US Route 4, Enfield

### *2004 – A Great Year for Enfield*

Nothing is more rewarding than having your dreams come true. The completion of the construction of Enfield's two new bridges, and the rebuilding of the third in 2004 mark the beginning of Enfield's new future. EVA's donations to the design of the new bridges, contributed by local architect Dave McIntire, resulted in bridges that beautify Enfield's Main Street, stimulating several property owners to improve the appearance of their properties. EVA contributed three Façade Grants to their efforts. EVA also collaborated on the Town's Main Street beautification program, which includes planting grass, trees and the placing of benches and a bike rack. EVA also worked closely with realtors and property owners to help attract six new non-competitive businesses to the Main Street district, including the opening of Twigs wholesale bakery and café in the Copeland Block.



---

EVA opened its River Walk located on the island behind the property at 78 Main Street, as a nature trail open free to Enfield residents and visitors. It is an ideal spot to picnic amidst many natural horticultural features along the river. EVA's renovations to the building on the property continue with the help of many local volunteers. The plans for the building include first floor commercial space and two apartments on the second floor.

In conjunction with the Indian River Middle School, EVA conducted an exhibition of student art works that were created for and displayed at the 78 Main Street entrance to the River Walk. The art works reflected the natural environment of the Mascoma River and the flora and fauna found along the river walk. The continuing EVA initiative, 'The River Runs Through It', educates the public about our natural environment and human history associated with the Mascoma River and Lake. The presentation of the students' creative efforts was attended by parents, students and residents in a standing-room-only event in the Whitney Hall auditorium in October.

Once again, EVA contributed numerous community-building events for Enfield residents and businesses. EVA's fourth annual Sweet Treats in March offered residents the opportunity to socialize while enjoying many desserts baked by local residents. EVA again sponsored Spring Cleanup day in May. It was rewarding in that our volunteers encountered significantly less trash than in previous years, indicating growing pride in our community. EVA resurrected the Shaker 7 Road Race and children's Fun Run in June. 113 Runners from as far away as California participated. Participants enjoyed the races, the picnic that followed, and many stayed to swim in the lake and play volleyball on the beach. EVA is planning to expand the races and activities in June of 2005.

In July, EVA collaborated with the Enfield Heritage Commission, the Mascoma Lake Community Association, and the Enfield Shaker Inn and Museum to offer a Steamboat Regatta featuring free rides on vintage steamboats, followed by a blue grass music concert. The Enfield-Mascoma Lions Club provided food and drinks. EVA also ran the Enfield Farmers' Market on Wednesdays from July until October. This year's Farmers' Market was even more successful than last years – with more vendors reporting increased sales to greater attendance. The weekly entertainment proved to be a great attraction in addition to locally grown food, condiments, candy, and crafts. EVA won an award from the Main Street New Hampshire state organization for the excellent continuing event. In August, EVA put on an Auto Show and Street Dance. More than 30 vintage cars were on display. The Enfield Lioness organization provided refreshments. EVA revamped our Hometown Holidays celebration to offer Enfield's children and families the opportunity to create holiday tree ornaments, to decorate ginger bread cookies provided by the new Twigs Wholesale Bakery and Café, storybook readings and the opportunity to decorate two holiday trees on Main Street. More than 100 children and their parents participated.

---

EVA continued its support of Enfield businesses, producing several coupon books offering shoppers discounts at local merchants. EVA also published a Directory of Enfield Businesses and Services featuring Enfield businesses, town contacts, local non-profits and organizations, and a map of Enfield. EVA's newsletter is proving to be a popular source of information about the town, and won an award from the Main Street New Hampshire organization. EVA invited local businesses to a breakfast meeting at the new Community Center, co-hosted by the town, to enable April Whittaker and Jim Taylor to present the plans for establishing a Tax Increment Finance (TIF) district. EVA will schedule more business owners meetings in response to the interests and needs of local businesses.

EVA is not resting on its laurels. There is still much to be done to continue bringing Enfield Village back, to support existing businesses, to attract new businesses, and continue improving the Main Street streetscape and rehabilitating village properties.



---

## Executive Councilor Raymond S. Burton

---

It is an honor to be starting my 27<sup>th</sup> and 28<sup>th</sup> year as one of your public servants here in District One.

The Executive Council is your effective point of contact at the top of your Executive Branch of state government. The Council acts much like a board of directors for the administration of public law and public budget as passed by the NH House and Senate. The Council also accepts grant money from federal programs for administration to community-based organizations.

As we look into the next two years, I urge citizens to become involved through their regional planning commissions in bringing forth concerns and ideas for transportation projects. It is my opinion that not many new projects will be done, due to lack of sufficient funds. We will be lucky to maintain what we have and building what is in the current ten-year transportation plan.

District Health Councils are in full gear whereby local health concerns can be articulated directly to the Commissioner of Health and Human Services. This is the largest agency in our state government.

With a new administration headed by Governor John Lynch there will be many board and commissions looking for volunteers. If you are interested in finding out what is available please visit the Secretary of State's website at [www.sos.nh.gov/redbook/index](http://www.sos.nh.gov/redbook/index) or call my office.

My office is always available to assist in questions for relief, assistance and information. Also available and free is the NH Constitution, state map and brochure on the Executive Council. Please contact me anytime. It is a pleasure to serve you and your region.

Ray Burton  
338 River Road  
Bath, NH 03740  
Tel: 747-3662  
Email: ray.burton4@gte.net

Ray Burton  
State House Rm 207  
107 North Main Street  
Concord, NH 03301  
rburton@gov.state.nh.us

---

# Grafton County Economic Development Council

---

The Grafton County Economic Development Council is dedicated to improving the standard of living in Grafton County, NH by facilitating the creation and retention of high quality employment opportunities throughout the region and assisting each community to grow its economic base in the manner desired by its citizens.

## **Structure:**

We are a not-for-profit NH corporation that is tax exempt under section 501(c)3. We operate with a staff of two, and membership comprised of community members and business members.

## **Business Assistance:**

We work with a wide variety of for profit, non-profit, government and quasi-government organizations that stand ready to assist a business in its efforts to capitalize upon an opportunity that has presented itself.

Quality assistance, often provided at little or no cost, is available in many areas including planning, finance, workforce development, expansion, site selection, research & development and exporting. Working with these organizations on a regular basis allows us to keep abreast of changes in their program offerings as they occur. We use this knowledge to link a business with the appropriate organizations(s) that can best assist them, and we stay involved to make sure that each business that comes to us gets the assistance it needs.

Confidentiality is a key component of our services. Information a business shares with us is treated as confidential.

Visits are made as requested and on a referral basis. GCEDC will:

- Determine opportunities for GCEDC to assist in business retention, expansion, recruitment and workforce development.
- Identify businesses that require assistance with project financing and help bring together the most appropriate funding sources to meet their needs.
- Coordinate activities with other groups working on programs related to economic development in our region.
- Collect information about the economic development needs of the county's businesses and communities so we can structure programs accordingly.



---

## **Business Finance Program**

The Grafton County Economic Development Council (GCEDC) offers businesses assistance to develop and structure a financing package when the creation or retention of quality jobs is at stake. To accomplish this goal we actively seek out opportunities to assist in the expansion of existing businesses, development of new businesses and the relocation of businesses to Grafton County through our Business Visitation Program.

Our role is to develop financing packages that include the proper mix of private and public sources of funds. Our belief is that the cornerstone of most financing deals has been and will continue to be the banks servicing this region. When project costs exceed the financing a bank can provide the result is a "financing gap". This gap creates the potential for a good business opportunity to be lost. In these cases we work with the business and the bank to identify appropriate sources of funding to fill the gap, allowing the project to move forward.

We have access to a number of financing programs and the key points of each are outlined below for quick reference.

## **CDBG Program**

Funding for the Community Development Block Grant program is provided by the US Department of Housing and Urban Development and is administered by the NH Community Development Finance Authority.

Funds can be used to assist a business with a project that results in the creation of new jobs or the retention of existing jobs. Application is made by a municipality and the project must meet specific criteria to be considered for funding.

Once approved, funds are passed from the municipality to the GCEDC which can then lend the proceeds to the business. Loans can be structured creatively to enhance the potential for business success.

Loans typically range in size from \$200,000 to a maximum of \$1 million. The borrower must pledge to make every effort to fulfill the following criteria:

- Create one job for every \$20,000 received.
- Fill 60% of the jobs created with persons coming from low-to-moderate income households.
- Secure a 1:1 match comprised of debt, equity or any combination of the two.
- GSA

**Granite State Angels (GSA)** Funding for early stage investments are most often made by individual investors, often referred to as "Angels", who are capable of understanding the potential as well as the problems faced by a small business. In addition to providing capital these individuals mentor and support the business.

---

A typical investment in a company can range from \$50,000 to over \$1 million dollars and often involves multiple investors. Angels often affiliate with other like minded investors and form groups, like GSA, to make the process more efficient enjoyable.

The GCEDC operates as a conduit to identify businesses that have a product or idea that may be of interest to investors. The business plan is screened to determine if the business is a candidate for angel funding.

Selected businesses are invited to make a presentation to the GSA. If one or more angels take an interest in funding a company, the investors and the business owners work out the terms and conditions of the investment together.

### **BFA-ALDO Program**

The NH Business Finance Authority lends funds to economic development groups through its Aid to Local Development Organizations program. These funds can be used by an economic development group to assist a business to acquire equipment, business property, or to construct a building.

Loans typically range in size from \$75,000 to \$1 million. Larger loans will be considered. Proceeds can be used in one of two ways:

- Funds are lent by GCEDC to a business.
- The GCEDC purchases an asset and leases it back to a business.

In both cases the business is able to access the funding needed to allow a project to go forward. The lease-back option can be especially attractive for a business in a growth stage. It allows for continued expansion without the business having to inject crucial capital into the acquisition which keeps cash in the business to support operating cash flow needs.

## **Grafton County Economic Development Council**

10 North Main Street  
Bristol, NH 03222

Phone (603) 744-2393 Fax (603) 744-3420

E-mail [gcedc@worldpath.net](mailto:gcedc@worldpath.net)

Visit our website:  
[www.graftoncountyedc.org](http://www.graftoncountyedc.org)

---

# Grafton County Senior Citizens Council, Inc.

---

Grafton County Senior Citizens Council, Inc. is a private nonprofit organization that provides programs and services to support the health and well being of our older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln, the information and assistance program Grafton County ServiceLink and also sponsors the Retired and Senior Volunteer Program of the Upper Valley and White Mountains (RSVP). Through the centers, ServiceLink and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, congregate dining programs, transportation, adult day care, adult in-home care, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2004, 187 older residents of Enfield were served by one or more of the Council's programs offered through the Upper Valley or Mascoma Senior Centers:

- Older adults from Enfield enjoyed 2,735 balanced meals in the company of friends in the center's dining rooms.
- They received 5,997 hot, nourishing meals delivered to their homes by caring volunteers.
- Enfield residents were transported to health care providers or other community resources on 3,519 occasions by our lift-equipped buses.
- They received assistance with problems, crises or issues of long-term care through 442 visits by a trained social worker or contacts with ServiceLink.
- Enfield residents were provided with 3,061 hours of adult day care.
- Some of Enfield's frailest residents also benefited from GCSCC's newest program, Adult In-Home Care, through which caregivers provided 420.75 hours of one-on-one companionship and assistance.
- Enfield's citizens also volunteered to put their talents and skills to work for a better community through 2,310.25 hours of volunteer service.

The cost to provide Council services for Enfield residents in 2004 was \$122,127.43.

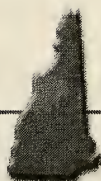
Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, saving tax dollars that would otherwise be expended for nursing home care. They also contribute to a higher quality of life

---

for our older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become even more critical.

Grafton County Senior Citizens Council very much appreciates Enfield's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes

Roberta Berner  
Executive Director



GRAFTON COUNTY

Senior Citizens

C O U N C I L

INC.



---

# Headrest

---

We can not thank you enough for your continued support in the fight against substance abuse. The financial support that we have received from Enfield will be used to fund several programs that serves the residents of Enfield along with many other residents of the State of New Hampshire. Our Crisis Hotline, Crisis Teenline, and the National Hopeline – 1-800-Suicide are manned 24 hours a day, seven days a week. Headrest is 1 of 70 national call-in sites for 1-800-Suicide and we are accredited by the American Association of Suicidology whose headquarters are in Washington, D.C.

Last year we had received a total of 12,000+ calls on our crisis hotlines and this service is funded solely by the local Towns & Cities (like Enfield), the United Way of the Upper Valley, the United Way of Sullivan County and private donations. Our crisis hotline has been in operation for 33 years, that's more than 12,000 consecutive 24 hour days of continual service to the Upper Valley.

We also offer Outpatient Counseling Services and our records identify 195 residents have received counseling services over the life of our outpatient counseling program, and based on the current trends, we would expect that number to continue to increase.

Substance abuse has been identified as one of the leading public health issues that we are facing locally and nationally. Studies show that nationally, deaths directly related to drug use have more than doubled since the early 1980's. The Center for Disease Control and Prevention found in their 1995 study that "Alcohol is a major factor in the leading causes of youth death – Accidents, Homicides and Suicide."

Once again, we thank you for your financial support and look forward to a long term relationship with the Residents of Enfield.

Respectfully,

Michael Cryans  
Executive Director



*Serving Vermont & New Hampshire 24 Hrs/Day, 7 Days/Week for 33 Years*

---

## LISTEN Community Services

---

LISTEN services to Enfield residents for fiscal 2004, excluding administrative overhead and labor:

Program	Service numbers	Total
Camp Scholarships	27 children	\$ 4,050.00
Community Dinners	1,286 meals	7,716.00
Food Pantry	332 visits	11,952.00
Heating Helpers	38 households	2,496.76
Holiday Gift Baskets	70 individuals	5,250.00
Housing Helpers	25 households	3,391.18
Thrift Store Vouchers	163 individuals	1,280.00

**Value\* of direct services provided by LISTEN to Enfield residents = \$36,136**

\*Estimate does not include budget counseling, mentoring, and designated payee services.

**Youth Mentor & Camp Scholarships** ~ Children of families living at 200% or below the federal poverty guidelines are eligible.

**Community Dinners** provide nourishing meals at no cost. Area businesses, churches and civic groups do cooking. LISTEN provides location, menu choices and food. Produce, bread, and leftovers are available for guests to bring home.

**Food Pantry** ~ Walk-ins with an emergency need for food can get a food bag. Once intake is completed and program eligibility is confirmed, clients have appointments each month with a counselor to get supplies.

**Heating Helpers** provides referrals to government agencies, advocates for extensions with the client's supplier and give direct financial assistance.

**Holiday Gift Baskets** provide clothing, gifts and a food certificate for a hardy holiday meal.

**Housing Helpers** provides rental unit deposits or one month's rent (or mortgage) in crisis situations. Clients are referred from local congregations and regional social service organizations.



---

# Town Forest Fire Warden & State Forest Ranger

---

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. A fire permit is required for all outside burning unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 1-800-498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information contact the Division of Forests & Lands (603) 271-2217, or online at [www.nhdf.org](http://www.nhdf.org).

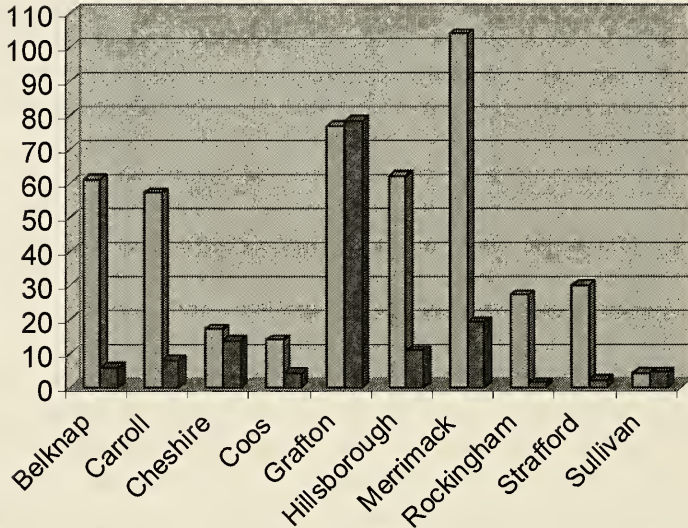
This last year was fairly wet throughout the spring and summer months, however we finished the season with an active fall fire season. In order to meet an increased demand for services, the Forest Protection Bureau was reorganized into three regions with smaller Forest Ranger Districts and over the last several years we have added two Forest Rangers. The fifteen state fire towers were the first to report on many fires throughout the state and they completed many other projects on the low fire danger days. The state implemented a program called Tower Quest to help citizens learn about fire towers and the need to protect New Hampshire's forest resources. The United States celebrated Smokey Bear's 60<sup>th</sup> birthday in 2004, and celebrations were held throughout the state. Please help Smokey Bear, your local fire department and the state's Forest Rangers by being fire smart and fire safe!

## 2004 FIRE STATISTICS

(All fires reported as of November 18, 2004)

■ Number of Fires ■ Acres

### TOTALS BY COUNTY



Causes Of Fires Reported		Total Fires	Total Acres
Arson	15	2004	462
Campfire	41	2003	374
Children	12	2002	540
Smoking	19	2001	942
Debris	201	2000	516
Railroad	1	1999	1,301
Equipment	5	1998	798
Lightning	5		
Miscellaneous*	163		

\* Miscellaneous: powerlines, fireworks, electric fences, etc.

**ONLY YOU CAN PREVENT WILDLAND FIRES**



---

# UNH Cooperative Extension - Grafton County

---

UNH Cooperative Extension provides New Hampshire citizens with research-based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

Funded through the federal, state and county governments, and competitive grants, educational programs are designed to respond to the local needs of citizens through direction and support of an elected volunteer advisory council.

Education programs and assistance are objective, informal and practical in nature; most are at no direct cost for participants. Clients' needs are met through phone calls, letters and printed materials, hands-on workshops, on-site visits, seminars and conferences, and up-to-date web sites. Our staff is able to respond quickly with needed information via electronic mail, keeps up-to-date on the latest research and information, and works collaboratively with many agencies and organizations.

A professional staff of five educators and one specialist work out of the Extension Office located in the Grafton County Courthouse in North Haverhill. Two additional staff members work in Plymouth and Littleton to provide educational programs for limited-resource families. Additional support is provided through trained volunteers who assist with Extension programs and increase our outreach capabilities.

## **Educational Programs in Grafton County, FY04:**

- **To strengthen NH's Communities:** Community Conservation Assistance Program; Preserving Rural Character through Agriculture; Urban and Community Forestry; Community Youth Development; Volunteer Training (Master Gardeners, Coverts Cooperators, Community Tree Stewards, 4-H Leaders); Land Use Planning; Finance & Tax Assistance.
- **To strengthen NH's Family and Youth:** After-School Programs; Family Resource Management; 4-H Youth Development: Family Lifeskills Program; Nutrition and Food Safety Education; Parenting Education; Cradle Crier/Toddler Tale Newsletters; and Volunteer Leader Training Programs.
- **To sustain NH's Natural Resources:** Dairy Management; Agro-ecology; Forest Resources Stewardship Program; Fruit Production and

---

Management; GIS Training; Lakes Lay Monitoring Program; Integrated Pest Management; Ornamental Horticulture; Plant Health Diagnostic Laboratory; Vegetable Crop Production; Wildlife Habitat Program; Water Quality/Nutrient Management Programs, Agricultural Business Management; Estate Planning and Conservation Easement Education Programs.

- **To improve the economy:** Small Business Assistance (Forest Industry, Logging, Contractors, Consulting Foresters, Farms, Nurseries); Farm and Forest Product Marketing; Agricultural Business Management; Family Financial Management; Employment Skills Training Program.

**Extension Staff:** Tom Buob, Agricultural Resources; Ginny DiFrancesco, Water Quality; Kathleen Jablonski, 4-H Youth Development; Michal Lunak, Dairy; Deborah Maes, Family & Consumer Resources; Northam Parr, Forestry & Wildlife Resources; Robin Peter, Nutrition Connections; and Jacqueline Poulton, LEAP (Lifeskills for Employment, Achievement and Purpose). Educators are supported by Jerilynn Martino, Donna Mitton and Kristina Vaughan at the Extension Office.

**Extension Advisory Council:** Mike Dannehy, Woodsville; Sheila Fabrizio, North Haverhill; James Kinder, North Haverhill; David Keith, North Haverhill; Shaun Lagueux, Bristol; Jane O'Donnell, Littleton; Cindy Putnam, Piermont; Debby Robie, Bath; Carol Ronci, Franconia; Denis Ward (Chair), Monroe. Teen Members include: Molly Roy, Bath and Justine Morris, Haverhill.

Extension Office Hours are Monday through Friday from 8 AM to 4 PM.

**Phone:** 603-787-6944 **Fax:** 603-787-2009

**Email:** [grafton@ceunh.unh.edu](mailto:grafton@ceunh.unh.edu)

**Mailing Address:** 3785 DCH, Box 8, North Haverhill, NH 03774-4936

**Web Site:** [www.ceinfo.unh.edu](http://www.ceinfo.unh.edu)

*Extension programs and policies are nondiscriminatory with regard to age, color, handicap, national origin, race, religion, sex, sexual orientation and veterans' status.*

Respectfully submitted,

Northam D. Parr  
County Office Administrator

---

# Upper Valley Lake Sunapee Regional Planning Commission

---

Regional planning provides a mechanism for communities that live, work and recreate together to collaborate on issues of common concern. The cities and towns of the Upper Valley, Sullivan County and Lake Sunapee area work together towards balanced growth through UVLSRPC membership. Your community's active participation in UVLSRPC provides you with a voice in regional activities, as well as in decision-making at the state level that affects the future of your community.

Due to a Vermont decision to incorporate its Upper Valley communities into an existing Vermont-only region beginning July 1, 2004, the past year marked our transition to a New Hampshire-only service area for the first time since 1963. For communities in both states, some creative new approaches to regional planning will be required. We have already begun exploring options for continuing to address some of the Upper Valley's transportation, economic development, housing and watershed management needs across the region's state line.

Each year we strive to focus on activities that will best meet the needs of each area of the region, while we balance the differing concerns of larger and smaller communities. Some highlights of the past year:

- Worked with state agencies to ensure that issues important to the region are understood and addressed, including local resource protection priorities, transportation choices and improvements, effectiveness of state smart growth policies, and water quality protection needs.
- Participated in transportation programs that will bring additional funding in the region for sidewalks, public transit, and a US Route 4 corridor study.
- Developed a Comprehensive Economic Development Strategy (CEDS) for Sullivan County, and continued to participate in CEDS programs in both East-Central Vermont and NH's Grafton County to guide growth in a manner consistent with local resources and needs, and increase eligibility for federal funding for economic development and infrastructure improvements.

- 
- Continued to work with area and state organizations, businesses and communities to seek opportunities to improve the balance between economic growth and housing needs in the Upper Valley.
  - Assisted 14 communities with updates of their master plans or capital improvement programs and/or amendments to local land use regulations and floodplain ordinances.
  - Provided technical assistance to local boards and committees addressing a number of issues, such as natural resource and open space protection, capital improvements programming, downtown or village redevelopment, trail mapping, school building and transportation needs, and parking needs and traffic circulation.
  - Continued our assistance to those planning for the stewardship of the Connecticut River and its tributaries, including Lake Sunapee, and the Cold and Ompompanoosuc Rivers. Actively participated on Connecticut River Joint Commissions and Connecticut River Scenic Byway Council Steering Committee.
  - Organized four hazardous waste collections in which 884 households participated to keep approximately 6,000 gallons of hazardous chemicals out of the region's groundwater; and assisted with public education on household hazardous waste, including outreach to small businesses on affordable disposal.
  - Conducted 911 readdressing in Claremont to improve emergency response. Completed hazard mitigation plans for 11 communities as required for continued eligibility for federal disaster assistance and hazard mitigation funds; arranged funding to complete hazard mitigation plans for several more communities in the coming year; and assisted with all-hazard emergency operations plan for Southern Windsor County.
  - Provided suggestions for minimizing potential regional impacts associated with several proposed developments through Act 250 in Vermont and to New Hampshire planning boards as requested.
  - Collected traffic data in 22 communities, and completed road inventory in 5 communities to make sure that full state aid for maintenance is received. Provided traffic data to communities, residents and businesses on request.



- 
- Continued to work with public transit providers serving the area's residents, employees, and visitors to identify opportunities to improve service using currently available funds, and to prioritize needs for additional funding. Assisted Upper Valley Transportation Management Association in efforts to reduce commuter traffic.
  - Provided monthly circuit rider services to several communities to review subdivision and site plan applications for compliance with local regulations.
  - Continued emphasis on informational programs and training for local officials. Topics of bi-monthly program series included Smart Growth, Resource Conservation and Development Councils, Solid Waste, Community Water Supply, and Small Shared Septic Systems. Assisted with series of educational workshops for conservation commission members and VLCT VT Interactive TV workshops, and provided training for local officials in VT on conducting effective public hearings.
  - Worked with Connecticut River Joint Commissions and League of Women Voters of the Upper Valley to organize conference to educate planners, developers, landscape architects, engineers, and officials from NH and VT on techniques to minimize the negative effects of stormwater runoff through Low Impact Development techniques.
  - Responded to day-to-day requests from local board members and staff for guidance on, e.g., road maintenance, design standards, scenic roads, traffic calming, traffic and parking-related zoning issues, development on private or unmaintained roads; implementation of local land use and excavation regulations, regulation of accessory apartments and buildings, emergency zoning, steep slope and ridgeline ordinances, site plan review; impact fees, capital improvement programs; stormwater management; flood insurance; mapping; and hiring consultants.
  - Continued to utilize our geographic information system (GIS) to perform land use analyses and natural resource planning. Provided GIS services to 10 communities.
  - Developed new website - [www.uvlsrpc.org](http://www.uvlsrpc.org) - to improve our ability to share information on planning issues and events. Maintained a library with the latest technical guidance, planning literature, and sample regulations; continued to expand regional socioeconomic database; and responded to numerous requests for information from local officials, businesses, and other area organizations.

---

We appreciate the high level of participation and support we receive from our communities, and look forward to continuing to serve the needs of the region in the coming year. We count on feedback from the Commissioners appointed by each community, as well as local officials and residents, to ensure that our work program focuses on those regional issues that are of the highest priority to you. Please feel free to contact us at (603) 448-1680 or email me at [tbamford@uvlsrpc.org](mailto:tbamford@uvlsrpc.org) to share your thoughts.

Tara E. Bamford  
Executive Director

---

# UVLSRPC

## Household Hazard Waste Report

---

During 2004, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) organized four Household Hazardous Waste (HHW) Collection events in four different locations throughout the Upper Valley Lake Sunapee Region. The events covered fourteen New Hampshire communities, the ten member communities of the Greater Upper Valley Solid Waste District-- which co-sponsors events held in Hartford-- and three additional Vermont communities. Eight hundred and eighty-four households, together with a small number of local businesses, brought approximately 6,000 gallons of hazardous waste to the collections. (Although collections are for residents only, businesses may pre-arrange to bring their waste to a collection). New Hampshire Department of Environmental Services grants, acquired by UVLSRPC for participating NH communities, saved over \$12,500 for participating NH towns. The collections have continued to be successful and three are scheduled for the summer and fall of 2005.

As part of the collection events, UVLSRPC provides promotional flyers to participating towns and advertises the event in local newspapers. Additionally, flyers detailing oil collection sites, computer recycling, and other topics are available to interested households or municipalities

The Upper Valley Household Hazardous Waste Committee (UVHHWC), acting as the "educational arm" of the HHW project, provides support at collection events held in the core Upper Valley area. The UVHHWC is a volunteer committee working to reduce harm to the environment and human health caused by the use and improper disposal of household hazardous waste in the Upper Valley. The Committee aims to:

- Educate the public to the dangers of hazardous waste.
- Encourage the use of less hazardous products in the home.
- Promote proper disposal of household hazardous waste.
- Support local agencies which reflect/promote their mission.

Although the Committee serves only the core Upper Valley region, the interactive exhibits and educational materials managed by them are available to all UVLSRPC member towns.

---

# WISE

(Women's Information Service)

---

79 Hanover Street, Lebanon, NH 03766

(603) 448-5922

On behalf of the WISE Board of Directors, staff, volunteers and clients, I wish to thank the residents of Enfield for their support of our organization's efforts. In FY 2004, we provided services to 45 Enfield residents who were either victims of domestic or sexual violence.

WISE provides a range of services and supports including: 24 Hour Crisis Line, emergency shelter, court (Lebanon Family Court) and hospital accompaniment (Dartmouth Hitchcock Medical Center and Alice Peck Day Hospital) and ongoing supportive services. We offer a number of support groups for victims/survivors of domestic violence and sexual assault and offer children's groups. We work closely with the Enfield Police Department and are actively involved in the Grafton County Child Advocacy Center at Dartmouth Hitchcock. All our services are free and confidential.

Our Youth Education Program provides trainings and presentations on violence prevention and healthy relationships to Enfield students at Indian River School and Mascoma High School.

We appreciate the ongoing support from the residents of Enfield.

## WISE - HOTLINE

All WISE Crisis Services are FREE to client and strictly CONFIDENTIAL.

Call the WISE 24-hour Hotline:

**(603) 448-5525**

Respectfully submitted,

Peggy O'Neil  
Executive Director



### *Our Mission*

*To empower victims of domestic and sexual violence to become safe and self-reliant through crisis intervention and support services. WISE advances social justice through community education, training and public policy.*



---

# Town of Enfield

## ~ Tax Relief Options ~

---

**For the following programs, applications are available at the Board of Selectmen's Office and are due by March 1<sup>st</sup> after final tax bill of the year.**

**Abatements:** Per RSA 76:16, property owners who believe there is an error in their property assessment, or their assessment is disproportionate, may apply to the Board of Selectmen for an abatement. Applications are also on line at: <http://webster.state.nh.us/bda/forms/html>

**Blind Exemption:** Per RSA 72:37, residents who are legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the Education Department, may qualify for a \$15,000 exemption.

**Disabled Exemption:** Residents who are deemed disabled under the Federal Social Security Act may qualify for a \$50,000 exemption. To qualify a person must be a resident of NH for the past 5 years. The taxpayer must have a net income of not more than \$12,000 (single) or \$15,000 (married), and not more than \$50,000 in assets excluding the value of the person's residence.

**Elderly Exemption:** Residents over 65 years old who meet income and asset limits may apply to the Board of Selectmen for an exemption of the assessment of their property.

Existing exemption amounts are as follows:

- for a person 65 years of age up to 75 years, \$ 40,000;
- for a person 75 years of age up to 80 years, \$ 60,000;
- for a person 80 years of age or older, \$ 80,000.

A resident must have a net income of less than \$18,400 or, if married, a combined net income of less than \$26,400, and own net assets not in excess of \$70,000, *(excluding the value of the residence and the land upon which it is located up to the greater of 2 acres or the minimum residential lot specified by the local zoning ordinance).*

In 2004, a revaluation of property was conducted. Social Security amounts have also changed. In order to prevent or minimize financial hardship for our elderly

---

taxpayers, particularly those on fixed incomes, the Board of Selectmen has proposed an increase in the exemption amounts and income limits.

**On Saturday, March 12, 2005, Article 22 will be discussed and acted upon. Article 22 proposes to amend the elderly exemption as follows:**

“Shall we modify the elderly exemptions from property tax in the Town of Enfield based on assessed value, for qualified taxpayers, to be as follows:

- for a person 65 years of age up to 75 years, \$ 46,000;
- for a person 75 years of age up to 80 years, \$ 69,000;
- for a person 80 years of age or older, \$ 92,000.

To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person’s spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than twenty thousand dollars (\$20,000) or if married, a combined net income of less than twenty-eight thousand dollars (\$28,000); and own net assets not in excess of seventy thousand dollars (\$70,000) excluding the value of the person’s residence.

*(Majority Vote by ballot question)*  
***The Board of Selectmen recommends this article.”***

To vote on the question, you must be a registered voter and attend the polls on March 8, 2005. Voting will take place in the Whitney Hall Auditorium, 23 Main Street, Enfield NH. Polls will be open from 8:00 AM until 7:00 PM.

**Veterans Tax Credit:** A resident who has served in the armed forces in any of the qualifying wars or armed conflicts, as listed in RSA 72:28, and was honorably discharged; or the spouse or surviving spouse of such resident may apply for a \$100 tax credit. The surviving spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28, so long as the surviving spouse does not remarry, may qualify for a \$1,400 tax credit. Any person who has been honorably discharged, and who has a total and permanent service connected disability or is a double amputee or paraplegic because of service connected injury may qualify for a \$1,400 tax credit.

**Tax deferral Lien:** Per RSA 72:38-a, disabled residents or residents over 65 may apply for a tax deferral lien. This program allows a resident to defer payment of their residential property taxes, plus annual interest of 5%, until the transfer of their property or up to 85% of the property equity value.

---

**Low & Moderate Income Homeowners' Property Tax Relief:** You may be eligible for this program if you are: Single with Adjusted Gross Income equal to or less than \$20,000; Married or filing Head of a NH Household with Adjusted Gross Income equal to or less than \$40,000; and own a home subject to the State Education Property Tax; and resided in that home on April 1, 2004.

The Town has no authority in regards to this program. In the past the State has made applications available at the Selectmen's Office by April 15<sup>th</sup>, and required them to be filed to the State of New Hampshire between May 1<sup>st</sup> and June 30<sup>th</sup>.

---

# Right to Know Law

## ~ A Guide to Public Access ~

---

### 1. What is the “Right to Know” Law RSA 91-A?

It is New Hampshire’s Statute which emphasizes that the business of the Town is the public’s business. It makes it clear that with very few exceptions, the public has access to Town records and meetings held in connection with Town Government.

### 2. Who does it cover?

All of us, whether we are elected officials, employees, or volunteers serving on Board of the Town of Enfield.

### 3. What does it cover?

It covers all “meetings”. A meeting occurs whenever a quorum of a Board, Committee or Subcommittee gathers and discusses or acts upon a matter over which that Board, Committee, or Subcommittee has supervision, control, jurisdiction or advisory power. The law also requires that the business of a Board be conducted at a meeting, rather than by telephone, E-mail, or private gathering of individuals.

### 4. If it is a meeting, what does that mean?

A notice of the time and place of the meeting must be posted at least 24 hours in advance (excluding Sundays and legal holidays) in at least 2 public places.

The public is entitled to attend and may record or videotape the proceedings with courtesy permission.

All votes, with the very few exceptions itemized below, must be taken in open session and not be secret ballot.

Minutes must be taken and made available to the public within 144 hours.

### 5. When can we hold a Nonpublic Session?

Rarely – the Right to Know Law lists certain limited situation which allow a board to go into nonpublic session. Those situations are:

- Dismissal, promotion, or setting compensation for public employees, RSA 91-A:# II (a).
- Consideration of the hiring of a public employee, RSA 91-A:# II (b).



- 
- Matters which, if discussed in public, would likely affect adversely the reputation of any person – however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee, RSA 91-A:3 II (c).
  - Consideration of the purchase, sale, or lease of real or personal property, RSA 91-A:3 II (d).
  - Discussion of pending or threatened (in writing) litigation, RSA 91-A:3 II (e).

**6. How do we go into Nonpublic Session?**

A motion must be made which specifically identifies the statutory category which is the reason for going into nonpublic session and then, a roll call vote must be taken in which each member's vote on the motion must be recorded.

**7. If we go into Nonpublic Session, what then?**

Minutes must be taken just as you would in open session. You must stay to the subject which was the original reason for going into the nonpublic session' if there is need to discuss other matters which discussion would be covered by a different exemption, you need to first come out of nonpublic session and then vote to go back in under that different exception. It is only in this way that a proper record can be prepared for public review.

The Minutes from the nonpublic session must be made public within 72 hours unless two-thirds of the members, while in nonpublic session, determine that the divulgence of the information likely would adversely effect the reputation of any person other than a member of the Board, committee, or Subcommittee, or render the proposed action ineffective, under those circumstances the Minutes may be withheld until those circumstances no longer apply. Action will be required to sequester.

**8. Which Public Records are accessible?**

The public has access to all records held by the town except to the extent they may fall under one of the exemptions listed above.

**9. How quickly do the records need to be supplied?**

If the requested record cannot conveniently be made available immediately, there is a deadline of five (5) business days for complying with the request.

**10. If there is a question as to whether something is open to the Public, what do I do?**

Consult with the Selectmen, and they will get advice from Town Counsel, if necessary.

---

**11. In what format can the public demand that Town records be produced?**

Most records are available for photocopying but the Right to Know Law also extends the right to obtain computer disks of material already in the Town's computers. A reasonable charge can be made to cover the cost of providing the copies or disks. In no case, however, does a member of the public have the right to demand that the Town collect, search for or arrange information that is not already pulled together for the Town's own purposes.

The above listed is intended as a general outline of the "Right to Know" Law, and is somewhat simplified for ease of description. If you have questions, please contact the Selectmen's Office, tel. 632-4201.

---

## 2004 Town Meeting Minutes

---

The following is not a complete copy of the Town Meeting minutes of March 13, 2004, but reflects the results of the discussion and amendment of articles at the deliberative session and a record of the actual vote by Official Ballot.

\* \* \*

Moderator David Beaufait opened the meeting at 9:00 am on Saturday, March 13, 2004 at the Enfield Village Elementary School. He called for a moment of silence to honor the victims of the Madrid, Spain terrorist attack and the death of a Laconia fireman in a diving accident. He led the audience in the pledge of allegiance, then introduced the head table: Selectmen Ilene P. Reed, Keith Oppenneer, and Dominic Albanese, Town Manager April Whittaker, Town Counsel James Raymond, Chairman of the Budget Committee Michael Dudley, and the Budget Committee members.

Selectman Ilene P. Reed presented Donald E. & Leafie Cantlin Jr. with Citizen of the Year Awards and spoke of their many accomplishments. Gifts and flowers were presented to them with a standing ovation from the audience.

The Selectmen and Town Manager presented presents of appreciation for outgoing officials: Lynn Langley, Trustee of Trust Funds, Lynn Baker, Budget Committee Member, and Nancy Scovner, Zoning Board of Adjustment Member.

Selectman Keith Oppenneer spoke in tribute to Ilene P. Reed, and of her retirement from the positions of Selectman and Town Clerk. He asked the audience to join him in singing "Happy Birthday" to her, and a large birthday cake was presented to her.

Selectman Reed swore Carolee T. Higbee in to the office of Town Clerk.

Articles 1-6 were voted on by ballot on March 9, 2004.

---

**Article 1.** To choose by ballot all necessary Town Officers for the ensuing year.

For Six Years: James C. Gerding Sr., Supervisor of the Checklist

For Three Years: Nancy Scovner, Selectman  
Carolee T. Higbee, Tax Collector  
Chris Christopoulos, Budget Committee Member  
Eric V. Crate, Budget Committee Member  
Shirley Green, Budget Committee Member  
Richard Henderson, Cemetery Trustee  
David J. Crate, Sr., Fire Ward  
Francine Lozeau, Library Trustee  
Ellen Hackeman, Trustee of Trust Funds  
Cecilia Aufiero, Zoning Board of Adjustment Member  
Edward Scovner, Zoning Board of Adjustment Member

For Two Years: David Beaufait, Moderator  
David Stewart, Budget Committee Member

For One Year: Vacant, Budget Committee Member

**Article 2.** 386 YES, 177 NO. Article 2 passed.

Are you in favor of the adoption of **Amendment #1** as proposed by the Enfield Planning Board for the Town of Enfield Zoning Ordinance as follows?

To see if the Town will amend the Zoning Ordinance and correct the Cluster Subdivision Formula to include the removal of road area prior to calculating density add the words “**and road right-of way area**” to the definition of Net Developable Area in the appendix.

**Article 3:** 314 YES, 264 No. Article 3 passed.

Are you in favor of the adoption of the following **Amendment #2**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and allow aircraft landing strips in certain areas of Enfield and not in others add “**Aircraft Landing Strips**” to the list of Special Exceptions in the R5, C/I and C Districts.



---

**Article 4:** 231 YES, 326 NO. Article 4 failed.

Are you in favor of the adoption of the following **Amendment #3**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and reduce the size of structures exempt from Building Permits and properly account for these structures under State Tax Law change SECTION R105 Permits Sub- Section R150.2 Work exempt from permit.

Building:

Section reads now as: 1. One-story detached accessory structures, provided the floor area does not exceed 200 square feet (18.58 m sq.)

Proposed section to read: 1. One-story detached accessory structures, provided the floor area does not exceed **32 square feet** (2.88 m sq.)

**Article 5:** 376 YES, 191 No. Article 5 passed.

Are you in favor of the adoption of the following **Amendment #4**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and allow Accessory Apartments in certain Districts, add the following to the Appendix Definitions:

**ACCESSORY APARTMENT: A single apartment of no more than 800 square feet, containing no more than one bedroom and one bathroom, must be connected to the main dwelling by enclosed weather-tight space with continuous roof and continuous foundation. The apartment and main dwelling are exempt from district acreage density requirements and must remain under one ownership.**

And add “**Accessory Apartment**” to the list of Special Exceptions in the R1 and R3 Districts.

**Article 6:** 211 YES, 360 No. Article 6 failed.

Are you in favor of the adoption of the following **Amendment #5**, brought forward by petition, for the Town of Enfield Zoning Ordinance?

---

To see if the Town will amend the Enfield Zoning Ordinance and adopt all of the provisions of New Hampshire RSA 674:21, VI which provide for implementation of the innovative land use control procedure referred to under 674:21, I (n) as "The Village Plan Alternative"

The Planning Board does not support this article.

**Article 7:** The Moderator received a written request from the Budget Committee for a paper ballot on Article 7, and he opened the polls for a paper ballot on the article as amended, 110 Yes, 5 No. The Moderator then called for a paper ballot vote on Article 7 as amended, 117 Yes, 20 No. Article 7 passed as amended:

To see if the Town will vote to (I) approve the hiring of a fulltime Police Officer to bring the total departmental officers to seven (7), including the Chief, (II) to raise and appropriate the sum of forty-one thousand, nine hundred forty-three dollars (\$41,943) for wages and benefits, and (III) Instruct the Chief to seek grant funding if available and applicable from the COPS FAST federal grant program with the provision that hiring should not be contingent upon receipt of said grant money.

**Article 8:** The Moderator called for a voice vote on Article 8 as amended; the Ayes in majority. Article 8 passed as amended:

To see if the Town will vote to raise and appropriate the Budget Committee's and Board of Selectmen's recommended sum of three million, eight hundred and ninety-one thousand, one hundred and five dollars (**\$3,891,105**), which represents the operating budget. Said sum to be defrayed by use of **\$15,850** from the Technology Capital Reserve Fund and **\$8,200** from the Fire Department Equipment Capital Reserve Fund. This article does not include appropriations voted in other warrant articles. (Estimated tax impact: \$9.14 per \$1,000 valuation)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

**Article 9:** The Moderator called for a voice vote on Article 9; the Ayes in majority. Article 9 passed as printed.

To see if the Town will vote to raise and appropriate the following sums for Regional Association requests:

Regional Association	Appropriation
Advance Transit	\$ 3,000
Community Action Program (LISTEN)	2,900
Headrest	3,000
Visiting Nurse Association	16,850
Senior Citizens Council	4,750
WISE	2,300
Museum at Lower Shaker Village	4,500
West Central Services	1,000
Enfield Village Association	10,000
<b>Total</b>	<b>\$ 48,300</b>

(Estimated tax impact 20 cents per \$1,000 valuation)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

**Article 10:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 10 passed as printed.

To see if the Town will vote to raise and appropriate (i) the sum of twenty-seven thousand dollars (**\$27,000**) for a new Pavilion Building at Huse Park as part of the Community Building site renovations, and (ii) to authorize the use/transfer of \$27,000 of the December 31, 2003 fund balance for this purpose. (This article has no impact on the tax rate.)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

---

**Article 11:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 11 passed as printed.

To see if the Town will vote to raise and appropriate (i) the sum of twenty-eight thousand dollars (**\$28,000**) for cemetery headstone restoration and repair, and (ii) to authorize the use/transfer of \$28,000 of the December 31, 2003 fund balance for this purpose. (This article has no impact on the Tax Rate.)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

**Article 12:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 12 passed as printed.

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (**\$25,000**) for the acquisition of a new police cruiser. Said sum to be defrayed by use of ten thousand dollars (\$10,000) from the Police Equipment Capital Reserve Fund established for this purpose and balance to be raised through taxation. (Estimated tax impact 6 cents per \$1,000 valuation)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

**Article 13:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 13 passed as printed.

To see if the Town will vote to raise and appropriate (i) the sum of twenty-seven thousand dollars (**\$27,000**) for a 4-Post Jack Lift at the Public Works Building, and (ii) to authorize the use/transfer of twenty-seven thousand dollars (\$27,000) of the December 31, 2003 fund balance for this purpose. (This article has no impact on the Tax Rate.)

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.



**Article 14:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 14 passed as printed.

To see if the Town will vote to raise and appropriate the sum of one hundred and thirty thousand dollars (**\$130,000**) to be placed in previously established Capital Reserve Funds, as follows:

Capital Reserve Account	Appropriation	Estimated Tax Impact Per \$1,000 Valuation
Municipal Building <sup>(1)</sup>	5,000	2.0 cents
Technology Services <sup>(2)</sup>	30,000	12.1 cents
Ambulance <sup>(2)</sup>	10,000	4.1 cents
Fire Vehicle/Equipment <sup>(1)</sup>	10,000	4.1 cents
Whitney Hall Renovation <sup>(2)</sup>	5,000	2.0 cents
Police Equipment <sup>(2)</sup>	5,000	2.0 cents
Public Works Vehicle/Equipment <sup>(2)</sup>	50,000	20.1 cents
Revaluation	15,000	6.0 cents
<b>Total</b>	<b>\$130,000</b>	<b>52.4 cents</b>

(Majority vote required.)

Special Warrant Article

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Authorization to expend: <sup>(1)</sup> Town Meeting, <sup>(2)</sup> Board of Selectmen, <sup>(3)</sup> Water & Sewer Commissioners (Board of Selectmen), <sup>(4)</sup> Cemetery Board of Trustees, <sup>(5)</sup> Library Board of Trustees.

**Article 15:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 15 passed as printed.

To see if the Town will vote (i) to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Sidewalk Construction, (ii) to raise and appropriate the sum of five thousand dollars (**\$5,000**) to be placed in this fund, and (iii) name the Board of Selectmen as Agent to Expend. (Estimated tax impact is 2 cents per \$1,000 valuation.)

(Majority vote required.)

Special Warrant Article

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

---

**Article 16:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 16 passed as printed.

Shall the Town raise and appropriate the sum of three hundred dollars (**\$300**), from the undesignated fund balance, for deposit into the Cemetery Maintenance Fund, an expendable general trust fund previously established under the provisions of RSA 31:19-a for the purpose of maintaining cemeteries? This money represents 2003 revenue from the sale of cemetery lots in 2003 and is available to offset the appropriation. (This article has no impact to the Tax Rate.)

(Majority vote required.) *Special Warrant Article*  
The Board of Selectmen recommends this article.  
The Budget Committee recommends this article.

**Article 17:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 17 passed as printed.

To see if the Town will vote to raise and appropriate (i) the sum of twelve thousand dollars (**\$12,000**) to administer the previously approved Town Master Plan process, (This will be a non-lapsing appropriation per RSA 32:7 VI and will not lapse until the Master Plan is completed or by December 31, 2006 whichever is sooner) and (ii) to authorize the use/transfer of Twelve Thousand Dollars (\$12,000) of the December 31, 2003 fund balance for this purposed. (This article has no impact to the Tax Rate.)

(Majority vote required.) *Special Warrant Article*  
The Board of Selectmen recommends this article.  
The Budget Committee recommends this article.

**Article 18:** The Moderator called for a voice vote on the article, which was unclear. He called for a hand vote on the article: For 53, Against 43. Article 18 passed as printed.

To see if the Town will vote to change the elected position of Tax Collector to an appointed position. If approved, this position will be appointed by the Board of Selectmen to begin at the next annual meeting in March 2005, under RSA 669:17 and 669:17-B.

(Majority Vote Required.)  
The Board of Selectmen recommends this article.

---

**Article 19:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 19 passed as printed.

Shall the Town modify an Exemption for the disabled under the provisions of RSA 72-37-b as follows: the exemption from assessed value for qualified taxpayers shall be \$50,000. To qualify, the person must be eligible under Title II or Title XVI of the Federal Social Security Act, must occupy the property as his principle place of abode, must own the property individually or jointly, or if owned by a spouse, they must have been married for at least 5 years, had in the calendar year preceding April 1 a net income from all sources, of not more than \$18,400 if single, and \$26,400 if married, own net assets not in excess of \$70,000.

*(Majority Vote Required)*

The Board of Selectmen recommends this article.

**Article 20:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 20 passed as printed.

To see if the Town wishes to amend the existing agreement under Section 218 of the Social Security Act by excluding the services performed by election workers for a calendar year in which the remuneration paid for such service is less than \$1,200. The \$1,200 limit on the excludable amount of remuneration paid in a calendar year for the services specified in this modification will be subject to adjustment for calendar years after 2004 to reflect changes in wages in the economy without any further modification of the agreement, with respect to such services performed during such calendar years, in accordance with Section 218(c)(8)(B) of the Social Security Act.

**Article 21:** The Moderator called for a voice vote on the article; the Ayes in majority. Article 21 passed as printed.

To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

C.James Martel told the audience that the Enfield Mascoma Lion's Club new Community Building was nearing completion and that it should be open in June. K.Oppenneer thanked the Lion's Club, the Veteran's Park Committee and Shaker Museum for improving and supporting the town.

The Moderator declared the meeting closed at 12:08 pm.



# Marriages

For the Year Ending December 31, 2004

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
Feb. 1	James M. Hodgson Angela G. Gershowitz	Enfield Enfield
Feb. 14	Kenneth N. Levakis Margaret S. Loder-Evans	Enfield Enfield
April 24	Marshall C. Beattie Laura A. Diamond	Enfield Enfield
April 27	Levi N. Fioravanti Sara D. Dadmun	Enfield Enfield
May 1	Steven R. Britton Melissa T. Parsons	Enfield West Lebanon
May 6	Basavara Shashishekar Elizabeth S. Moore	Enfield Lebanon
May 8	David C. Williams Melony J. Lawlor	Enfield Enfield
May 22	Keith A. Mansur Jessica L. Smith	Canaan Enfield
May 23	Charles E. Vella Mary J. Labbie	Enfield Canaan
May 29	Jason P. Coles Elizabeth Ashimine Limaylla	Enfield Enfield
June 5	Suthin Boonma Angela R. Digby	Enfield Enfield
June 12	Matthew M. Hemingway Britlin A. Hulse	Enfield Enfield



---

<b><u>Date</u></b>	<b><u>Name of Groom/Maiden Name of Bride</u></b>	<b><u>Residence</u></b>
June 19	Andrew R. Hare Wendy L. Reger	Enfield Enfield
June 26	Walter H. Smith Stephanie L. Henry	Enfield Enfield
July 12	John A. Dadmun Louise E. Dulac	Enfield Enfield
July 17	Jeremy L. Ford Lynne M. Johnston	Enfield Canaan
July 17	Joshua A. Danforth Karen T. Lucier	Enfield Enfield
July 22	Joseph C. Dixey Carol A. Clark	Enfield Enfield
July 24	Edward C. Eastman Caroline M. Decker	Enfield Enfield
August 7	Benjamin H. Lindberg Sarah H. Decato	Enfield Enfield
August 7	Thomas R. Chase Dawn M. Isabelle	Enfield Enfield
August 28	Colin M. Fay Jr. Jean B. Southworth	Enfield Enfield
Sept. 4	Danny W. Grace Jessica M. Bishop	Enfield Canaan
Sept 5	Bryan P. Dame Natasha M. Jones	Enfield Enfield
Sept. 18	Ronald G. Poiré Laura M. Heikkinen	Enfield Enfield
Sept. 18	Christopher W. Jewell Amanda G. Scott	Enfield Enfield

---

---

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
Sept. 25	Robert M. Jodoin Bethany J. Doherty	Enfield Enfield
Sept. 25	John W. Friedman Jr. Mellisa A. McMonigle	Enfield Enfield
Oct. 2	Marvin L. Bazemore Vicki L. Heino	Boston Enfield
Oct. 2	Charles H. Clark Lori L. Brown	Enfield Hanover
Oct. 2	David S. Downing Beth C. Nelson	Mooresville, NC Mooresville, NC
Oct. 8	Christopher J. Dargie Lynn D. Daniels	Enfield Enfield
Oct. 14	Mark E. Lafountain Tina M. Remick	Enfield Enfield
Oct. 16	Matthew T. Rossiter Sharon P. Beauregard	Lebanon Enfield
Nov. 6	Kenneth R. Baslow Tina M. Morrill	Enfield Enfield
Nov. 11	Robert F. Isabelle Deborah L. Hallock	Enfield Enfield
Nov. 26	Ronald B. Hall Jean L. Harvey	Enfield Enfield
Nov. 28	Barry P. Harrow Susan P. Dulac	Enfield Lebanon



---

## Births

---

**For the year ended December 31, 2004**

<b><u>Date</u></b>	<b><u>Place of Birth</u></b>	<b><u>Name</u></b>	<b><u>Name of Father</u> <u>Name of Mother</u></b>
Jan. 4	Lebanon	Chase Engelhard Jones	Darren Jones Diane Engelhard
Jan. 24	Lebanon	Issabella Faith-Marie Trombley	Scott Trombley Corrie Reed
Jan. 25	Lebanon	Quinn Murphy Donaldson	Anthony Donaldson Elizabeth Donaldson
Feb. 8	Lebanon	Nikolas Matthew Ladue	Steven Ladue Traci Ladue
Mar. 9	Lebanon	Patrick Michael Jones	Douglas Jones Kimberly Jones
Apr. 1	Lebanon	Owen Christopher Crate	Richard Crate Jr. Dawn Crate
Apr. 19	Lebanon	Ceeanna Marie Crandall	Seth Crandall Angela Crandall
Apr. 24	Lebanon	Macsen Conrad Elkouh	Nabil Elkouh Sheila Cragg-Elkouh
May 3	Lebanon	Kenzie Nora Leuthauser	Wesley Leuthauser Jonica Leuthauser
May 11	Lebanon	Luca Engstrom Diehn	Michael Diehn Andrea Diehn
May 11	Lebanon	Chloe Evelyn Crate	Duane Crate Darcie Crate

<b><u>Date</u></b>	<b><u>Place of Birth</u></b>	<b><u>Name</u></b>	<b><u>Name of Father</u> <u>Name of Mother</u></b>
May 14	Lebanon	Emily Laurel Nadeau	Nils Nadeau Christina Nadeau
May 15	Lebanon	Sophia Grace Montanari	Federico Montanari Sarah Montanari
May 16	Lebanon	Nicholas Joseph Josler	Scott Josler Cheryl Josler
June 2	Lebanon	Ethan Andrew Fournier	Jason Fournier Christie Fournier
June 19	Lebanon	Mark Joseph Parkhurst	Harold Parkhurst Christina Lassen Parkhurst
June 27	Lebanon	Joshu David Bucci	David Bucci Catherine Bucci
June 28	Lebanon	Hunter Riley Grant	Paul Grant Jennifer Grant
July 6	Lebanon	Rylie Hazen Pollard	Robert Pollard Aimee Pollard
July 14	Lebanon	Mairead Patricia O'Shea	Kevin O'Shea Leighsa O'Shea
Aug. 1	Lebanon	Jack Timothy Gardner	Timothy Gardner Jo Gardner
Aug. 2	Lebanon	Nicole Ashley Edmiston	Allen Edmiston Cindy Edmiston
Aug. 20	Lebanon	Hilary Janet Moulton	James Moulton Nancy Moulton
Aug. 23	Lebanon	Sylvana Louise McClure	Bradley McClure Amanda Reynolds- McClure



---

<b><u>Date</u></b>	<b><u>Place of Birth</u></b>	<b><u>Name</u></b>	<b><u>Name of Father</u> <u>Name of Mother</u></b>
Sept. 9	Lebanon	Cole Edmund Moulton	Eric Moulton Jennifer Moulton
Sept. 5	Lebanon	Layne Michelle Kull	Fredrick Kull Angela Kull
Sept. 7	Lebanon	Zackary Angier Largus	Timothy Largus Jessica Largus
Sept. 8	Lebanon	Jennifer Lynn Laplume	Donald Laplume Donna Laplume
Sept. 23	Lebanon	Rowan Zachary Crabbe	Glenn Crabbe Leslie Crabbe
Sept. 25	Lebanon	Casey Marie Lembke	David Lembke Mary Lembke
Sept. 25	Lebanon	Noah James Bohrer	Jeffrey Bohrer Dana Bohrer
Nov. 7	Lebanon	Austin Micheal King	Robert King Nikki King
Nov. 15	Lebanon	Parker Joseph Tingey	Chad Tingey Natalie Tingey
Nov. 26	Lebanon	Cole Edwin Tanner	Christopher Tanner Ashley Tanner
Dec. 2	Lebanon	Samantha Sage Van Bibber	Michael Van Bibber Nicole Van Bibber

---

# Deaths

---

For the year ended December 31, 2004

<u>Date</u>	<u>Place of Death</u>	<u>Name of Deceased</u>	<u>Name of Father</u> <u>Maiden Name of Mother</u>
Mar. 12	Lebanon	Erwin Watrous	Rollin Watrous Clara Matthews
May 21	Lebanon	Eleanor Strella	Charles Lore Josephine Delaney
June 4	Lebanon	Ronald Grace	Elmer Grace Lena Terreault
June 23	Lebanon	Paul Van Ells	Raymond Van Ells Enola Van Leishout
June 29	Lebanon	Genii Reagan	George Loupis Bertha Follensbee
July 4	Enfield	Eugene Giguere	Edgar Giguere Muriel Otis
July 26	Lebanon	Bessie Arnold	William Nixon Sarah Buchanan
July 28	Lebanon	Kenneth Shurtleff	William Shurtleff Ella Royce
Aug. 6	Lebanon	Marjorie Crooker	William Millard Ellen Delano
Aug. 7	Claremont	Shirley Mason	Bernard Martin Esther Geroge
Aug. 22	Lebanon	Jane Altvater	Vernon Bond Martha Heimann

---

<u>Date</u>	<u>Place of Death</u>	<u>Name of Deceased</u>	<u>Name of Father</u> <u>Maiden Name of Mother</u>
Aug. 26	Lebanon	Timothy Hollenbeck	Benjamin Hollenbeck Hazel Brooks
Sept. 1	Lebanon	Carol Ann Tibbits	Cheney Miller Marion Spear
Sept. 6	Lebanon	Jeanette Haarala	Daniel Campbell Nettie Laramie
Sept. 22	Enfield	Nelson Fox	Belmont Fox Beral Nelson
Oct. 9	Lebanon	Beatrice Canfield	George Lambert Delia Dessert
Oct. 15	Lebanon	Hope Adams	Basil Matthews M Taylor
Oct. 31	Hanover	Mildred Edwards	Frank Tracy Pearl Page
Nov. 1	Enfield	Jessie Ibey	Granville Chapman Florence Beaton
Nov. 6	Enfield	Jeanne McArdle	Louis Bousquet Mildred Leek
Nov. 17	Lebanon	Frank Dyke	Charles Dyke Jenny Perry
Nov. 19	Enfield	Edward F. Gallagher	James A. Gallagher Agnes R. Cookson
Nov. 21	Enfield	Norine Couture	Raymond Rubenstein Nellie Unknown
Dec. 3	Lebanon	Herbert Hedstrom Jr.	Herbert Hedstrom Edna Gault

---

---

<b><u>Date</u></b>	<b><u>Place of Death</u></b>	<b><u>Name of Deceased</u></b>	<b><u>Name of Father</u> <u>Maiden Name of Mother</u></b>
Dec. 10	Hanover	Sten Olson	Eric Olson Olga Johansson
Dec. 11	Enfield	Rene Morin	Emilien Morin Emma Therrien
Dec. 18	Lebanon	Theresa Pillsbury	Bert Dean Marriion Barnes
Dec. 21	White River Jct	Raymond Howe	Raymond Howe Grace Flint



---

## Town of Enfield Fee Schedule ~ 2005

---

### ▪ Zoning Fees:

---

Hearing fee	\$ 25.00
Mailing fee	3.50
Advertising	30.00
Sign permits	5.00
Copies of Zoning Ordinance	10.00

### ▪ Planning Fees:

---

Boundary line adjustment	\$ 100.00
Revocation of Plat	100.00
Notice of Voluntary Merger	50.00
Subdivision:	
<u>Minor:</u>	
Phase I	No fee
Phase III Final App.	125.00
Phase III Final Hearing	125.00
<u>Major:</u>	
Phase I	No fee
Phase II Prelim Review	150.00
Phase III Final App.	250.00
Phase III Final Hearing	250.00
Plus \$100 Per Lot, Site or Apartments over 5	
Site plan review:	
Phase I	No fee
Phase II	150.00
Phase III	50.00
Phase III	50.00
Plus \$100 Per Acre Over 2 Developable Acres	
Plus \$100 Per 1,000 Sq. Ft. over 1,000 Sq. Ft.	
Renovations and/or additions	
Application	50.00
Hearing	50.00
Plus \$100 Per 1,000 Sq. Ft. over 1,000 Sq. Ft.	

Home occupations	
No changes to site/structure	100.00
Mailing	\$5 per party
Advertising	35.00
Tax mapping	\$20 per lot
Filing Mylar with County	\$10 plus cost of registry
Cost for registry:	
8½ x 11 – 11x 17	9.00
17 x 22	14.00
22x 34	24.00
Master plan	25.00
Subdivisions Regulations	10.00
Site plan review Regulations	10.00
Signature on Perimeter Survey Map	10.00
Driveway permit	25.00
Address Assignment	25.00
Zoning/Floodplain ordinance	10.00

▪ **Building Fees:**

Permit Type:	Processing Fee	+	Inspection Fee (per Square Foot)
*Single Family Homes (stick built, double wide, modular)	\$40.00	+	\$0.12
*Mobile Homes (single wide)	\$25.00	+	\$0.08
*Garages & Barns	\$25.00	+	\$0.08
Additions & Renovations	\$35.00	+	\$0.12
Storage Buildings (no entry of vehicle), Decks & *Pools	\$25.00	+	\$0.06
*Multi-Family & Condominiums	\$100.00	+	\$0.15
*Commercial	\$100.00	+	\$0.15
Demolition	\$10.00	+	No Fee
Plumbing & Electrical (Included in above project packages*, fee only if applying as separate project.)	\$25.00	+	No Fee

Permit Type:	Processing Fee	+	Inspection Fee (per Square Foot)
--------------	-------------------	---	-------------------------------------

Mechanical (Included in above project packages\*, fee only if applying as separate project.) REMINDER: OIL BURNER PERMIT OR LP GAS PERMIT MUST BE COMPLETED.

\$25.00

+

No Fee

Re-inspection Fee (If inspection is called for and project is not ready, or if project fails 2 times, fee will be charged.)

\$15.00

Renewal (Only allowed to renew 2 times and must be done before permit expires

\$50% of Original Permit Processing Fee

The processing fee is payable upon submission of application. This fee is non-refundable.

The inspection fee is payable upon approval of application and issuance of permit.

Work must proceed within the 12-month period that the permit was originally issued.

Inspection fees for projects not undertaken are refundable per IBC 2000 code, this request must be done in writing to the Building Inspector within the current year of the permit.

#### ▪ Police Fees

Special Detail	\$37.50 / hr.
Accident Reports	
To residents	Free
To any company or non-resident	10.00
Resident Pistol Permit	Free
Pistol Sales Permit	25.00
Games of Chance Permit	25.00

---

▪ Library Fees

---

Late fees:

Books	\$0.05 / day / item
Videos	\$1.00 / day / item
Copies (dependent upon paper size)	.20 - .30

▪ Administrative Fees

---

Photocopy	\$ .25
Lebanon Landfill ticket	1.00
Beach parking (day)	1.00
Beach parking 15 consecutive days	10.00
Beach parking season (June 15 – September 15)	25.00
Blotter Book (hard copy)	50.00
Diskettes	5.00
Fax	1.00 / pg
Cemetery fees (full body)	300.00
Cemetery fees (cremation)	75.00
Vehicle registration (for town to do state portion)	2.50
Vehicle title application	2.00
Marriage license	57.00
Dog license	
Intact	9.00
Spayed/Neutered	6.50
Kennel license (5 or more dogs)	20.00
Checklist (hard copy)	25.00
Checklist on disk	5.00
Candidate Filing Fee (for paid positions only)	1.00
UCC filing / person	15.00
Vital records (birth, death, marriage)	\$12.00 ~ 1 <sup>st</sup> copy
	\$8.00 ~ subsequent copies

▪ Recreation Fees

---

Summer Recreation Program per child from Enfield	\$ 50.00
Summer Recreation Program per child from outside Enfield	75.00
Swim instruction per child	10.00

---

▪ Sewer & Water Fees

---

Water hookup application (non-refundable)	\$ 150.00
Sewer hookup application (non-refundable)	150.00
Water hookup payment	1500.00
Sewer hookup payment	1500.00
Meter costs & setting fees:	
Meter, meter horn & fittings	115.00
(Market cost adjusted annually)	
Meter setting	100.00





---

# Application for Appointment

## Good Government Starts With You!

---

If you are interested in serving on a town committee, please fill out this form and mail it to the Enfield Board of Selectmen, PO Box 373, Enfield NH 03748.

---

Name	Home Telephone
------	----------------

---

Address
---------

---

Amount of Time Available
--------------------------

---

Interest in What Town Committees
----------------------------------

---

Present Business Affiliation and Work
---------------------------------------

---

Business Experience
---------------------

---

Education or Special Training
-------------------------------

---

Town Offices Held
-------------------

---

Date Appointed	Term Expired
----------------	--------------

---

Remarks
---------

---

---

---

The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.



---

# Veterans Walk Brick Order Form

---

To Honor those who served our Country to preserve our freedom, we need your support for construction of the Veterans walk in the Veterans Park.

- Use one form for each brick ordered (copy as needed).
- Please print clearly, using only one letter per square.
- Allow a square for any punctuation and also to separate words.
- Up to 12 letters, punctuation and spaces per line; up to 2 lines of type.
- If you would enjoy having a 'story' behind your selection for a brick, please print your selection (for example: to honor our father—two lines).
- Fill out order form below & enclose a check payable to: Veterans Memorial Park Fund. Mail to: P.O. Box 41, Enfield NH 03748.
- Non-profit organization

Veterans Memorial Park Committee Members:

Dana Arey	632-7606	Henry Cross	632-7659
Harry Auger	632-4950	James Proctor	632-7083
Richard Crate	632-5390		

✂ -----

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street or P.O. Box City State Zip Code

- Check ☒ one:    ☐ One line of type - \$45.00  
                              ☐ Two lines of type - \$50.00  
                              ☐ Blank brick (no inscription) - \$15.00

Check ☒ one:    ☐ Veteran    ☐ Non-Veteran

--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--





---

# Pull-Out Guide to Most Frequently Used Town Services

---

**[www.enfield.nh.us](http://www.enfield.nh.us)**

**Tax Collector:**

**632-4201**

Carolee T. Higbee, Tax Collector (Ext. 114)

[chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

**See the Tax Collector for:**

Tax Payments

Water & Sewer Payments

**Town Clerk:**

**632-5001**

Carolee T. Higbee, Town Clerk (Ext. 113)

[chigbee@enfield.nh.us](mailto:chigbee@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Office Hours:	
Monday, Wednesday & Friday	8:30 am – 3:30 pm
Tuesday	9:30 am – 4:30 pm
Thursday	11 am – 7 pm

**See the Town Clerk for:**

Motor Vehicle Registrations

Election Processes

Dog Licenses

Voter Registration

Marriage Licenses

Wetlands Applications

Birth & Death Certificates

Research & General Information

---

---

**Selectmen's Office:****Voice & TDD 632-5026**[townhall@enfield.nh.us](mailto:townhall@enfield.nh.us)

Whitney Hall, 23 Main Street

PO Box 373, Enfield NH 03748

Office Hours:	
Monday – Friday	8 am – 4 pm

**See the Selectmen's Office for:**

Property Records

State Statutes

Intent to Cut Applications

Rental of Municipal Facilities

Current Use Applications

Minutes of Meetings

Exemptions / Tax Credits

Town Bids

Transfer Station (Dump) Stickers

**Stump & Brush Dump:****632-5722**

Bog Road

P.O. Box 373, Enfield NH 03748

Hours:	
May 1 through November 1, 2005	
Saturday	10 am – 2 pm
Tuesday	5 pm – 8 pm

**Transfer Station & Recycling Center:****632-5208**

39 Lockhaven Road

P.O. Box 373, Enfield NH 03748

Hours of Operation:	
Wednesday & Thursday	12 Noon – 7 pm
Friday & Saturday	8 am – 4 pm
Closed Sundays & Holidays	

---

If you are elderly, disabled, a veteran, veteran's spouse, or veteran's widow, you may be eligible for a tax exemption, credit, abatement or deferral ~ please call the Assessor's Office for details. Telephone – 632-5026, Ext. 111.

#### CURRENT USE

If you have 10 acres or more of undeveloped land you may be eligible for Current Use taxation. Please call the Assessor's Office for details ~ Deadline for application is April 15.

• VOTE • VOTE • VOTE •

Town Elections: March 8, 2005

Town Meeting: March 12, 2005

If you have not registered to vote, you may do so on the day of elections. Please bring a copy of your birth certificate or passport AND driver's license with Enfield address or other form of ID with your Enfield address.

• DOGS • DOGS • DOGS •

All dogs must be registered by April 30. Thereinafter, late fines and civil forfeitures will accrue.

PRSRT STD  
U.S. POSTAGE  
**PAID**  
PERMIT #10  
ENFIELD, N.H. 03748

UNIVERSITY OF NH  
SPECIAL COLLECTIONS  
UNIVERSITY LIBRARY  
DURHAM NH 03824